How to find my Departmental Payroll Representative

- 1. Login to Workday
- 2. Click on your profile



3. Click View Profile





6. Click Assignable Role

Job Details	Work Arrangements	Manager History
44 items		
Assignable	Role	
Abaanaa Ba	rtner (Limited)	

7. In the **Value** box select or enter "USC Payroll Analyst Lead (Department) Financials", then click **Filter**

1 5	Sort Ascending	
	Sort Descending	
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		3
is	5.12×5	•
is 'alu ×	USC Payroll Analyst Lead	•
is ′alu ×	USC Payroll Analyst Lead (Department) Financials	•

8. In the Worker column, you'll find the name(s) of your Department Payroll Representative(s). Click on the name to view contact information.

NEED HELP?

Contact the HR Service Center uschr@usc.edu (213) 821-8100

5. Select Support Roles from the menu bar



Related resources

Workday log-in via the Employee Gateway