

HOW TO HANDLE PAYROLL FOR EMPLOYEES WITH MULTIPLE JOB TITLES

Question

PLEASE REFER TO THE STEPS BELOW:

Answer

Payroll Mate can calculate multiple types of pay for an employee.

If an employee receives more than one income category, determine which income categories applies to each employee and apply those income categories when paying that employee.

You can create more than one income category for your employee and you can apply more than one income category per employee. If you need to custom add more income categories, please refer to the [How to Add an Income Category | Payroll Mate® Software Tutorials](#)