

Workday MSS Compa-Ratio and Compensation Ranges Quick Reference Guide for Corporate, Regional Office and DTD Managers



Logging in at a store or shared company computer
Click the Workday icon on your desktop to get started:



Logging in anywhere else
Point your web browser to: <https://www.myworkday.com/tires>

Use your employee ID number to log in.

Forgot your password? Follow on-screen instructions if you need help signing in.

Corporate, Regional Office and DTD Managers can view Compa-Ratio and Compensation Ranges for their employees in Workday.

To View Compa-Ratios and Ranges

1. Click **My Team Management**

View Compensation Range in Workday for One Employee

2. Under **My Team**, select an employee link to view compensation details
3. From the menu on the left, click Compensation
4. In the middle section, the compensation range for this employee is displayed

Compensation	
Compensation Package	Standard Compensation Package
Grade	0011
Total Base Pay Range	13.93 - 25.88 USD Hourly

1. Click **My Team Management**

View Compa-Ratios & Ranges for Multiple Employees

2. Under **View**, click **More** to view full list of reports
3. Select **Team Compa-Ratios & Ranges***
4. The results can be printed as PDF and/or downloaded to Excel

**The report returns all direct and indirect reports*

Team Compa-Ratios & Ranges Actions												
5 Items												
Cost Center	ID	Name	Time Type	Job Code	Job Title	Pay Frequency	Compensation Grade	Comp Rate	Range Minimum	Range Midpoint	Range Maximum	Compa-Ratio
AZO089	000123	Ryan Blaney	F	0011		Hourly	0011	\$17.14	\$13.93	\$19.90	\$25.88	0.861

Contact

Please contact the Human Resources Compensation Team at HR_Compensation@discounttire.com with any questions or concerns.