

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

- Under **My Team**, select an employee link to view compensation details
- From the menu on the left, click Compensation
- 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

- Under **View**, click **More** to view full list of reports
- Select **Team Compa-Ratios & Ranges***
- 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
AZO099	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.