

Leaver / Joiner Workpaper (2024 to 2025)

Headcount Roll-Forward (Prior – Leavers + Joiners = Current)

Item	Count
Active headcount at 2024 year-end	36.00
Less: leavers terminated in 2025	-6.00
Add: joiners hired in 2025	6.00
Active headcount at 2025 year-end	36.00

Leavers during 2025

Emp_ID	Name	Department	Position	Term_Date	Type	Last_Pay
EMP-0005	Alexander Burke	IT	Manager	2025-01-17	Voluntary	2025-03-28
EMP-0001	Luna Youssef	HR	Coordinator	2025-09-16	Voluntary	2025-09-28
EMP-0015	Lucas Chapman	Sales	Analyst	2025-02-17	Voluntary	2025-02-28
EMP-0020	Amelia Lewis	HR	Coordinator	2025-03-25	Involuntary	2025-03-28
EMP-0010	Liam Diaz	HR	Specialist	2025-03-03	Voluntary	2025-03-28
EMP-0014	Elizabeth Anderson	IT	Analyst	2025-01-13	Voluntary	2025-01-28

Joiners during 2025

Emp_ID	Name	Department	Position	Hire_Date	Annual_Salary
EMP-0037	Harper Clark	Marketing	Sr Analyst	2025-06-06	63,100.00
EMP-0038	Michael Anderson	IT	Director	2025-10-11	134,600.00
EMP-0039	Oliver Najjar	Sales	Analyst	2025-04-05	51,800.00
EMP-0040	Bilal Delgado	Finance	Sr Analyst	2025-07-20	76,900.00
EMP-0041	Luca Chapman	IT	Analyst	2025-06-07	61,400.00
EMP-0042	Isabella Rivera	Finance	Analyst	2025-06-26	48,000.00