

Leaver / Joiner Workpaper (2024 to 2025)

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

Item	Count
Active headcount at 2024 year-end	35.00
Less: leavers terminated in 2025	-6.00
Add: joiners hired in 2025	7.00
Active headcount at 2025 year-end	36.00

Leavers during 2025

Emp_ID	Name	Department	Position	Term_Date	Type	Last_Pay
EMP-0033	Isabella Taylor	IT	Coordinator	2025-01-22	Voluntary	2025-02-28
EMP-0014	Scarlett Anderson	Operations	Manager	2025-06-11	Voluntary	2025-06-28
EMP-0010	Dalia Campbell	Operations	Sr Analyst	2025-08-24	Voluntary	2025-08-28
EMP-0011	Ethan Lee	Finance	Manager	2025-06-19	Involuntary	2025-06-28
EMP-0025	Sebastian Guerrero	Legal	Coordinator	2025-05-23	Voluntary	2025-05-28
EMP-0027	Liam Jones	Legal	Specialist	2025-02-27	Voluntary	2025-02-28

Joiners during 2025

Emp_ID	Name	Department	Position	Hire_Date	Annual_Salary
EMP-0036	Chloe Sanchez	Finance	Specialist	2025-06-16	55,400.00
EMP-0037	Sophia Youssef	HR	Manager	2025-08-11	80,900.00
EMP-0038	Harper Johnston	Finance	Coordinator	2025-06-02	43,300.00
EMP-0039	Theodore Watkins	IT	Specialist	2025-08-23	72,700.00
EMP-0040	Benjamin Torres	Finance	Director	2025-06-08	101,400.00
EMP-0041	Dalia Berry	Marketing	Coordinator	2025-07-23	41,400.00
EMP-0042	Emma Carpenter	Legal	Manager	2025-10-16	102,600.00