

Leaver / Joiner Workpaper (2024 to 2025)

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

Item	Count
Active headcount at 2024 year-end	33.00
Less: leavers terminated in 2025	-4.00
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-0018	Ethan Burke	Finance	Sr Analyst	2025-01-15	Voluntary	2025-03-28
EMP-0009	Khalid Youssef	Marketing	Manager	2025-03-28	Voluntary	2025-03-28
EMP-0010	Victoria Baker	Marketing	Coordinator	2025-12-11	Voluntary	2025-12-28
EMP-0008	Isabella Brown	Legal	Coordinator	2025-11-13	Voluntary	2025-11-28

Joiners during 2025

Emp_ID	Name	Department	Position	Hire_Date	Annual_Salary
EMP-0034	Salma Sanchez	Operations	Sr Analyst	2025-05-11	72,800.00
EMP-0035	Olivia Harris	HR	Specialist	2025-12-05	60,300.00
EMP-0036	William Perkins	Operations	Director	2025-06-13	111,700.00
EMP-0037	Samir Sandoval	Sales	Sr Analyst	2025-05-24	67,000.00
EMP-0038	Charlotte Lee	Legal	Coordinator	2025-06-27	48,300.00
EMP-0039	Mason Diaz	Finance	Sr Analyst	2025-01-08	65,900.00
EMP-0040	Gianna Nguyen	Finance	Coordinator	2025-02-17	44,900.00