



Managers, please share this information with all employees, especially those who don't regularly check or have access to email.

This email is to let employees know that **Mobile County is on track** to start using Workday for human resources and payroll this summer. We're working toward a go-live goal date in July. All-employee training on how to use Workday began this week.

What is Workday?

Workday is a cloud-based software system that will help Mobile County increase efficiency and improve operations countywide because financial, human resources, and payroll operations will run through one system.

Here's where Mobile County is in the change to Workday:



Here's more detail about where we are:

- HR and payroll teams, along with experts on the software, have been working for months to build Mobile County's Workday system for HR/Payroll. They are in testing.

- All-employee training on Workday is beginning. Most people will get trained online, but some training sessions will be in person. **Information on all-employee training was sent via email** by Mobile County's Training Manager Sharon Mitchell.
- Workday has been in use for most financial operations since the summer of 2022.

What does this mean for employees?

On the current system, Mobile County HR and payroll tasks are done on paper, and check stubs are printed each pay cycle. **After the change to Workday, HR/benefits/payroll tasks like asking for time off, viewing pay stubs, or changing a benefit will be done through Workday.** Once Workday starts, employees will be able to check their time off balance and see their benefits information at any time on Workday.

Questions?

Contact WorkdaySupport@mobilecountyal.gov or go to [Workday Communication Materials](#).