

# Human Resources

## Locate Employee ID in Workday



### Job Aid Overview

This job aid provides step-by-step instructions for how to locate your 7-digit employee ID number in Workday.

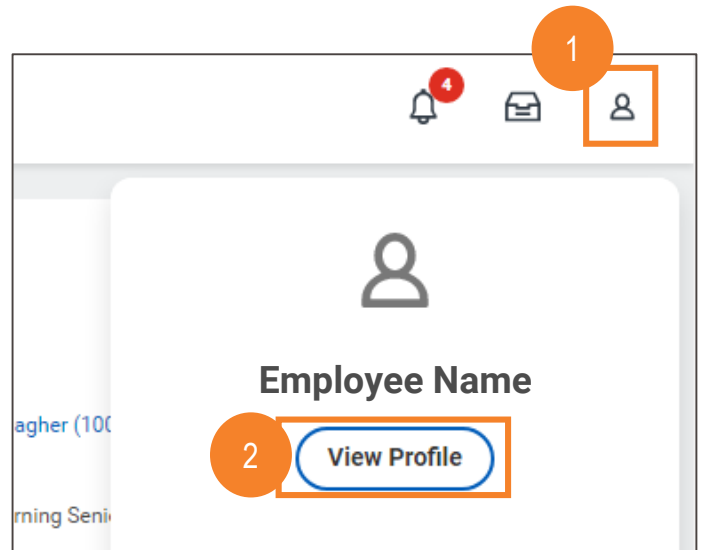
**Process Name:** HCM

**Audience:** All

**Date:** Sept 2023

# Locate Employee ID

1. Log into your Workday account and click your user profile icon, in the upper-right.
2. Click **View Profile**.



3. All of your Job Details, including your ID, are listed.

