

Master Data

The screenshot shows the 'Master data' tab for employee Susanne Sonne. The data is organized into several sections:

- Client:** Sonne und Wind GmbH
- Title:** D1
- Lastname:** Sonne
- First name:** Susanne
- Title suffixed:**
- Date of Birth:** 01.06.1968, **Age:** 54
- Gender:** Female
- Employee-ID:** SuW22032807
- Username:** SuWsonnusa
- Job title:** Geschäftsführung (Technik)
- Internal Title:**
- Birth Name:**
- Middle Name:**
- Origin:** Citizenship: Austria, Birth Country: Austria, Birth Place: Litschau
- Insurance:** SSN: 4231010668, Health Insurance: Österreichische Gesundheitskasse
- Comment:**
- Date of Death:**
- Valid from:** 03.06.2022
- Valid till:** 01.01.3000

All personal data of the employee are recorded here.

This tab provides a quick overview of the employee, his position in the company and his user name.

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Important: The "**Valid from**" date in the "Master data" tab defines the overall validity start date of the employee file! All time-related data records in the employee file can be entered for that date at the earliest! See Illustration: [Time limitation and Historisation](#)¹.

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The employee's **entry date** is in [Tab Employment - Employment](#)².

Details on the individual fields can be found at: [Master Data Field Index](#)³

1. </daisy/personalwolke-default/7738-dsy.html?language=4>
2. </daisy/personalwolke-default/7758-dsy.html?language=4>
3. </daisy/personalwolke-default/7842-dsy.html?language=4>