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| **AREA:** | |  | | | | | | | | | |  |  |  |
| **OFICINA PRODUCTORA:** | |  | | | | | | | | | |  |  |  |
| **FECHA DE INVENTARIO:** | |  | | | | | | | | | |  |  |  |
| No. DE ORDEN | NOMBRE DEL EMPLEADO | | CEDULA | LUGAR DE EXPEDICION | CARGO | FECHAS EXTREMAS | | | | | | TIPO DE CONTRATO | SUELDO | FOLIOS |
| INGRESO | | | RETIRO | | |
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| CONVENCIONES | | | | |  |  |  |  |  |  |  |  |  |  |
| TIPOS DE CONTRATOS | | | CARGOS | |  |  |  |  |  |  |  |  |  |  |
| T.I = | TERMINO INDEFINIDO | | OP= | OPERARIO |  |  |  |  |  |  |  |  |  |  |
| T.F = | TERMINO FIJO A 1 O 3 AÑOS | | AUX= | AUXILIAR |  |  |  |  |  |  |  |  |  |  |
| O.D.S= | ORDEN DE SERVICIO | | ASIST= | ASISTENTE |  |  |  |  |  |  |  |  |  |  |
| I = | INFERIOR A UN AÑO | |  |  |  |  |  |  |  |  |  |  |  |  |
| CERT.= | CERTIFICACION | |  |  |  |  |  |  |  |  |  |  |  |  |