General Recordkeeping Requirements For Employees – NJ



NEW JERSEY

Name and Address

No

Occupation

No

Pay Rate

No

Wage per week or pay period

Yes

Hours per day or week

Yes

Deductions per Pay Period

No

Conditions of Employment

No

Length of time records must be preserved Statute does not specify.

RECORDKEEPING REQUIREMENTS FOR MINORS

State Laws may not specifically require employers to keep data specifically on minors, although general recordkeeping requirements on the federal level may call for maintenance of that data.

Address

Yes

Hours per day or week

Yes

Time Starting, Ending Work/Meals

Yes

Wages

Yes

Other Requirements

Date of birth (keep 1 year). Post rules.

Work Permit or Age Certificate Required

Yes

Citations to Authority – Click link to view statutes:

NJSA § 34:11-56a20

Records of wages/hours

NJSA § 34:2-21.5 through 34:2-21.10

Employment of minors

Note: *Additional data may be required by the commissioner of labor upon request.*