

PERSONNEL ACTION FORM

Please indicate if action to be taken is regarding
new employment or completion of probation:

(Please check appropriate box)

- TEMPORARY PART TIME NEW EMPLOYEE
- Request for salary/ benefits increase
- Existing Employee:

I request the following action be taken by the
Atascosa County Commissioners Court:

Full Name: Andrea L. Garcia

Position: Justice Court Clerk

Pay Rate: \$41,000.00

Salary Budget Area: 012-428-402

Effective Date: July 1, 2024

Physical : N/A

Drug Test: N/A

I request the agenda date: May 28, 2024

Officer : Judge Wayne S. Vaughn

Signature:

