



NEW POSITION: Brief job description and attach a copy of the new job description.


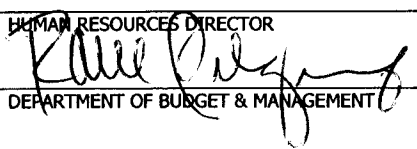
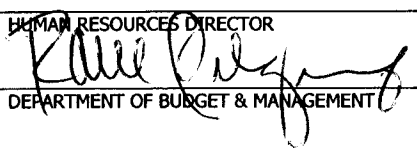
N/A

POSITION RECLASSIFICATION: Explain change and /or increase in duties and responsibility. (Attach new job description)

COMMENTS: (Any comments you wish to make regarding this request)

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

- | | | | | |
|----|--|-------------------|-----------------------------------|---|
| 1. | 
VALDE GUERRA (PA)
DEPARTMENT HEAD | 8/28/2009
DATE | FUNDING AVAILABLE IN DEPT. BUDGET | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 2. | HUMAN RESOURCES DIRECTOR

DEPARTMENT OF BUDGET & MANAGEMENT | 8/28/2009
DATE | PERSONNEL PROCEDURES COMPLETED | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 3. | DEPARTMENT OF BUDGET & MANAGEMENT
 | 8/28/2009
DATE | BUDGET PROCEDURES COMPLETED | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO |
| 4. | COMMISSIONERS COURT APPROVAL | DATE | | |





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HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

- | | | | | |
|----|-----------------------------------|-----------|-----------------------------------|---|
| 1. | VALDE GUERRA <i>VG</i> | 8/25/2009 | FUNDING AVAILABLE IN DEPT. BUDGET | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| | DEPARTMENT HEAD | DATE | | |
| 2. | HUMAN RESOURCES DIRECTOR | DATE | PERSONNEL PROCEDURES COMPLETED | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| | <i>Rene Delgado</i> | 8/25/2009 | | |
| | DEPARTMENT OF BUDGET & MANAGEMENT | DATE | BUDGET PROCEDURES COMPLETED | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO |
| 4. | COMMISSIONERS COURT APPROVAL | DATE | | |





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BUDGET & MANAGEMENT: Classification and Salary Recommendation

- | | | | | |
|----|---|--------------------------|-----------------------------------|---|
| 1. | <u>VALDE GUERRA (R)</u>
DEPARTMENT HEAD | <u>8/28/2009</u>
DATE | FUNDING AVAILABLE IN DEPT. BUDGET | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 2. | <u>[Signature]</u>
HUMAN RESOURCES DIRECTOR | <u>8/28/2009</u>
DATE | PERSONNEL PROCEDURES COMPLETED | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 3. | <u>[Signature]</u>
DEPARTMENT OF BUDGET & MANAGEMENT | <u>8/28/2009</u>
DATE | BUDGET PROCEDURES COMPLETED | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO |
| 4. | COMMISSIONERS COURT APPROVAL | DATE | | |





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BUDGET & MANAGEMENT: Classification and Salary Recommendation

- | | | | | | |
|----|--|--------------------------|-----------------------------------|---|-----------------------------|
| 1. | <u>VALDE GUERRA</u>
DEPARTMENT HEAD | <u>8/28/2009</u>
DATE | FUNDING AVAILABLE IN DEPT. BUDGET | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. | <u>HUMAN RESOURCES DIRECTOR</u> | <u>DATE</u> | PERSONNEL PROCEDURES COMPLETED | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. | <u>Renee D. [Signature]</u>
DEPARTMENT OF BUDGET & MANAGEMENT | <u>8/28/2009</u>
DATE | BUDGET PROCEDURES COMPLETED | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 4. | COMMISSIONERS COURT APPROVAL | DATE | | | |



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BUDGET & MANAGEMENT: Classification and Salary Recommendation

- | | | | | |
|----|-----------------------------------|-------------|-----------------------------------|---|
| 1. | VALDE GUERRA (RS) | 8/28/2009 | FUNDING AVAILABLE IN DEPT. BUDGET | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| | DEPARTMENT HEAD | DATE | | |
| 2. | [Signature] | [Signature] | PERSONNEL PROCEDURES COMPLETED | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| | HUMAN RESOURCES DIRECTOR | DATE | | |
| 3. | [Signature] | 8/28/2009 | BUDGET PROCEDURES COMPLETED | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO |
| | DEPARTMENT OF BUDGET & MANAGEMENT | DATE | | |
| 4. | COMMISSIONERS COURT APPROVAL | DATE | | |