

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

See attached job description

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

N/A

ADDITIONAL DUTIES: Explain reason for additional duties and attach list of additional duties.

N/A

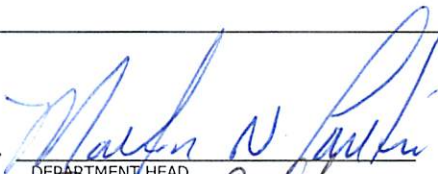


COMMENTS: (Any comments you wish to make regarding this request)

This would be a new Sergeants Position requiring funding.

HUMAN RESOURCES: Classification and Salary Recommendation

BUDGET & MANAGEMENT: Classification and Salary Recommendation

Will require additional funds.

| | | | | | |
|----|--|--------------------|-----------------------------------|---|--|
| 1. |  DEPARTMENT HEAD | 06/12/2013 DATE | FUNDING AVAILABLE IN DEPT. BUDGET | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| 2. |  HUMAN RESOURCES DIRECTOR | 6-25-13 DATE | PERSONNEL PROCEDURES COMPLETED | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. |  DEPARTMENT OF BUDGET & MANAGEMENT | 07/01/2013 DATE | BUDGET PROCEDURES COMPLETED | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 4. | COMMISSIONERS COURT APPROVAL | DATE | | | |

HIDALGO COUNTY CONSTABLE PRECINCTS: [Effective January 1, 2013]

CONSTABLES

| POSITION | Probationary | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 | STEP 6 | STEP 7 | STEP 8 | STEP 9 | STEP 10 |
|------------------------------------|--------------|------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| | | Years of Service | 1 | 2 | 3 | 4 | 5 | 6 | 8 | 12 | 16 |
| Deputy Constable | \$37,574 | \$39,140 | \$40,510 | | | | | | | | |
| Senior Deputy Constable | | \$43,054 | \$44,561 | \$46,120 | \$47,734 | \$49,405 | \$51,134 | \$53,692 | \$59,060 | \$64,966 | \$71,463 |
| *Sergeant | | \$47,359 | \$49,017 | \$50,733 | \$52,508 | \$54,346 | \$56,248 | \$59,060 | \$64,966 | \$71,463 | \$78,610 |
| Chief Deputy Constable I | | \$49,727 | \$51,468 | \$53,270 | \$55,134 | \$57,063 | \$59,060 | \$62,013 | \$68,215 | \$75,037 | \$82,540 |
| **Chief Deputy Constable II | | \$52,095 | \$53,918 | \$55,805 | \$57,759 | \$59,780 | \$61,873 | \$64,966 | \$71,463 | \$78,610 | \$86,471 |

SUPPLEMENTAL PAY PROGRAM:

Education Program:

| | Annual | Monthly | Bi-weekly |
|-------------------|-------------|-----------|-----------|
| Associates Degree | \$ 1,200.00 | \$ 100.00 | \$ 46.15 |
| Bachelor's Degree | \$ 1,500.00 | \$ 125.00 | \$ 57.69 |
| Master's Degree | \$ 1,800.00 | \$ 150.00 | \$ 69.23 |

TCLEOSE Certification:

| | Annual | Monthly | Bi-Weekly |
|--------------|------------|----------|-----------|
| Intermediate | \$ 600.00 | \$50.00 | \$23.08 |
| Advance | \$1,200.00 | \$100.00 | \$46.15 |
| Masters | \$1,800.00 | \$150.00 | \$69.23 |

CIVIL PROCESS Certification:

| | | | |
|--------|------|----------|---------|
| Annual | 1200 | \$100.00 | \$46.15 |
|--------|------|----------|---------|

*Constable Precincts with 8 - 12 Deputies are authorized one (1) Sergeant Position.

Constable Precincts with 12 or more Deputies are authorized two (2) Sergeant Positions. Maximum 2 Sergeant Positions per precinct.

** Only Constable Precincts with 12 or more Deputies.