



COUNTY OF HIDALGO

Human Resources Department



PERSONNEL ADJUSTMENT REQUEST FORM

NOTE: COMPLETE MULTIPLE PERSONNEL ACTION FORM IF DEPARTMENT IS REQUESTING MORE THAN (3) PERSONNEL ACTIONS.

DATE: 09/21/2018 CURRENT POSITION TITLE: _____
 DEPARTMENT NAME: Hidalgo County Constable Pct. 1 CURRENT SLOT NO.: 0001
 DEPARTMENT NO.: 291 -09 REQUESTED POSITION TITLE: Deputy Constable

REQUEST FOR: New Position Temporary Position Position Reclassification* Other _____

SALARY REQUEST: \$ 0.00 \$ 44,577.00 \$ 44,577.00
 Current Grade & Step Budgeted Salary Proposed Grade & Step Budgeted Salary Net Change

POSITION TO BE FUNDED FROM ONE OF THE FOLLOWING:

Current Department Budget Annual Budget Cycle Will Require Additional Funds
 Salary Adjustment Other Interlocal with TTBH/TX Healthcare Transformation

POSITION TYPE: Full Time Regular Object Code 113 Part Time Regular Object Code 114
 Full Time Temporary Object Code 121 Part Time Temporary Object Code 122

CIVIL SERVICE: Exempt Non-Exempt FLSA: Exempt Non-Exempt

TEMPORARY POSITIONS:

Start Date	End Date	Work Schedule	Hours Per Week	Duration of Position
Annual Salary	Hourly Rate	Annual Salary / 2080 hrs per year = Hourly Rate		

JUSTIFICATION FOR NEW POSITION/SALARY ADJUSTMENT: (Explain why position or adjustment request is essential)

Inter-local agreement between Hidalgo County and Tropical Texas Behavioral Health the Hidalgo County Pct. 1 Constable Office. Deputies will participate in the Mental Peace Officer Health Program to assist youth and adults wh

*** POSITION RECLASSIFICATION COMMENTS: (Attach completed Reclassification Analysis Form and additional pages if needed)**

[Signature]
Department Head

09/21/2018
Date

[Signature]
Department of Human Resources

9/24/2018
Date

[Signature]
Department of Budget & Management

9/24/18
Date