



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

POSITION TITLE CHANGE ONLY REQUEST FORM

NOTE: Complete this form to correct the position title of an employee based on the employee's assigned duties and responsibilities. A position title change does not involve a change in duties or responsibilities nor a change in salary.

Date: 09/28/2018

Employee Name: Rodolfo Flores Employee No.: 083984

Department Name: Tax Office Department No.: 140-001

Current Position Title: Accountant IV Requested Position Title: Division Manager I,
Compliance & Reporting

EXPLANATION OF TITLE CHANGE: *(Briefly explain why the title change is needed)*

Slot not classified correctly under New CCP.

DEPARTMENT OF HUMAN RESOURCES: *(Recommendations)*

Attach a list of duties and responsibilities assigned to the employee. (DO NOT ATTACH A JOB DESCRIPTION)



Elected Official / Department Head

9-28-18

Date





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Date: 09/28/2018

Employee Name: Norma Linda Loya Employee No.: 008192

Department Name: Tax Office Department No.: 140-001

Current Position Title: Deputy Clerk II ~~III~~ ^{KS} Requested Position Title: Supervisor I

EXPLANATION OF TITLE CHANGE: *(Briefly explain why the title change is needed)*

Slot not classified correctly under New CCP.

DEPARTMENT OF HUMAN RESOURCES: *(Recommendations)*

Attach a list of duties and responsibilities assigned to the employee. (DO NOT ATTACH A JOB DESCRIPTION)


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Date: 09/28/2018

Employee Name: Hermelinda Esparza Employee No.: 023159

Department Name: Tax Office Department No.: 140-001

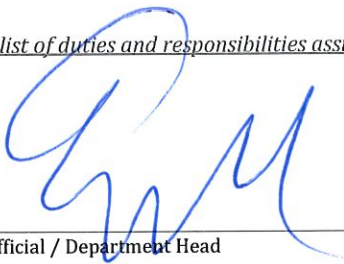
Current Position Title: Deputy Clerk III Requested Position Title: Supervisor I

EXPLANATION OF TITLE CHANGE: *(Briefly explain why the title change is needed)*

Slot not classified correctly under New CCP.

DEPARTMENT OF HUMAN RESOURCES: *(Recommendations)*

Attach a list of duties and responsibilities assigned to the employee. (DO NOT ATTACH A JOB DESCRIPTION)


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Date: 09/28/2018

Employee Name: Lucy C Flores Employee No.: 154369

Department Name: Tax Office Department No.: 140-001

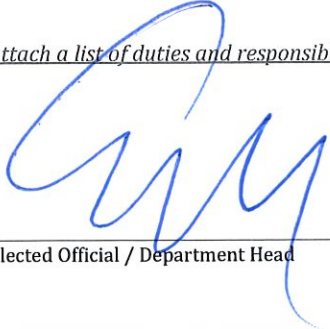
Current Position Title: Executive Assistant I Requested Position Title: Supervisor II

EXPLANATION OF TITLE CHANGE: *(Briefly explain why the title change is needed)*

Slot not classified correctly under New CCP.

DEPARTMENT OF HUMAN RESOURCES: *(Recommendations)*

Attach a list of duties and responsibilities assigned to the employee. (DO NOT ATTACH A JOB DESCRIPTION)


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Date: 09/28/2018

Employee Name: Maria ^{D.} Alvarado ^{KS} Employee No.: 102318

Department Name: Tax Office Department No.: 140-001


Current Position Title: Executive Assistant I Requested Position Title: Supervisor II

EXPLANATION OF TITLE CHANGE: *(Briefly explain why the title change is needed)*

Slot not classified correctly under New CCP.

DEPARTMENT OF HUMAN RESOURCES: *(Recommendations)*

Attach a list of duties and responsibilities assigned to the employee. (DO NOT ATTACH A JOB DESCRIPTION)


Elected Official / Department Head

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Date: 09/28/2018

Employee Name: Kristi Ann Torres Employee No.: 107336

Department Name: Tax Office Department No.: 140-001

Current Position Title: Executive Assistant II Requested Position Title: Supervisor III

EXPLANATION OF TITLE CHANGE: *(Briefly explain why the title change is needed)*

Slot not classified correctly under New CCP.

DEPARTMENT OF HUMAN RESOURCES: *(Recommendations)*

Attach a list of duties and responsibilities assigned to the employee. (DO NOT ATTACH A JOB DESCRIPTION)

Elected Official / Department Head

Date

9-28-18

