



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: 10/23/2019

Employee Name: slot no. 0021
~~XXXXXXXXXXXXXXXXXXXX~~

Employee No.: 227757

Department Name: HIDALGO COUNTY PCT.4

Department No.: 124-001

Current Position Title: EQUIPMENT OPERATOR II

Requested Position Title: TRUCK DRIVER III

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

Title change will correctly classify employee's new work duties.

DEPARTMENT OF HUMAN RESOURCES: *(Recommendations)*

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

Ellie Jones
Elected Official / Department Head

10/23/19
Date