



**COUNTY OF HIDALGO**  
Human Resources Department

**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: 12/04/2020

Employee Name: Vacant Position Employee No.: Slot # 0199

Department Name: WIC PROGRAM Department No.: 350-001

Current Position Title: Nutritionist I Proposed Position Title: Licensed Vocational Nurse II

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

A need for a Licensed Vocational Nurse.

**DEPARTMENT OF HUMAN RESOURCES:** *(Recommendations)*

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**ATTACH A LIST OF DUTIES AND RESPONSIBILITIES (NOT A JOB DESCRIPTION) ASSIGNED TO THE EMPLOYEE.**

Clayton S  
Elected Official/Department Head

12/04/2020  
Date