



# COUNTY OF HIDALGO

## DEPARTMENT OF HUMAN RESOURCES

### DISCRETIONARY STEPS District Attorney

Date: 2/25/2021 Discretionary Step:  Step 3  Step 4  Step 5

Employee No. 246484 Department Name: DA's office

Position Title: Assistant District Attorney II Slot No.: 0174

Dept./Prg. #: 080-002 / 080-015 Effective Date: 3/2/2021  
(Next full pay period)

**POSITION REQUIREMENTS:**

Education:  *Juris Doctorate (JD)*  Other: \_\_\_\_\_

Experience:  0 years  1 year  3 years  5 years  7 or more years

Certificates/Licenses: \_\_\_\_\_

**JUSTIFICATION FOR STEP INCREASE:**

Education:  *Juris Doctorate (JD)*  Other: \_\_\_\_\_

Experience:  0 years  1 year  2 years  3 years  4 years  5 or more years

Certificates/Licenses: \_\_\_\_\_

REQUIREMENTS:	
<b>1 Step Increase</b> – Exceed minimum by 2 years	<b>3 Step Increase</b> – Exceed minimum by 4 years
<b>2 Step Increase</b> – Exceed minimum by 3 years	<b>4 Step Increase</b> – Exceed minimum by 5 or more years

**JUSTIFICATION:**

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*Please make sure supporting documentation is attached (i.e. certificates, degrees, resume, etc.) Forms that are submitted without supporting documentation will not be considered.*

*Ornelinda Carter*  
Elected Official Signature

02/25/2021  
Date