



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

PERSONNEL ADJUSTMENT REQUEST FORM (ALLOWANCES)

NOTE: Complete multiple personnel action form if department is requesting more than (3) personnel actions.

Date: 07/08/2021 Current Slot No.: 0196
 Department Name: DA'S OFFICE Current Position Title: ASSIST. DISTRICT ATTORNEY III
 Department No.: 080 - 002 Requested Position Title: Assistant District Attorney III 28

ALLOWANCE REQUEST: Type of Allowance

Position Interpreter Clothing Supplemental Auto

ALLOWANCE AMOUNT:	<u>\$ 0.00</u>	<u>\$ 2,433.00</u>	<u>\$ 2,433.00</u>
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

ALLOWANCE AMOUNT:	<u> </u>	<u> </u>	<u>\$ 0.00</u>
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

TOTAL BUDGETARY IMPACT: \$ 2,433.00

POSITION TO BE FUNDED FROM ONE OF THE FOLLOWING:

Current Department Budget Annual Budget Cycle Will Require Additional Funds
 Salary Adjustment Other _____

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

JUSTIFICATION / PRIORITY: (Explain why this allowance request is essential)

PLEASE SEE ATTACHED JUSTIFICATION.

COMMENTS: (Any comments you wish to make regarding this request, attach additional pages if needed)

Rosalinda Cantu
 Department Head

07/08/2021
 Date

[Signature]
 Department of Human Resources

7/9/21
 Date

[Signature]
 Department of Budget & Management

07/09/2021
 Date

Supplemental Pay Request

District Attorney's Office

Assistant District Attorney III / Slot # 0196

Commissioners Court 07/13/2021

JUSTIFICATION / PRIORITY: *(Explain why this allowance request is essential)*

The Honorable District Attorney, Mr. Ricardo Rodriguez, Jr. seeks to appoint the Assistant District Attorney (ADA) based on a special and compelling need of the department to assign the qualified ADA in Felony Division District Court wherein prosecutorial duties and responsibilities are of a higher complexity and rigor. Employee was licensed in 2016, has 3 years of experience prior to employment with the Hidalgo County DA's Office, and 2 plus years of experience with the DA's Office.