



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

DISCRETIONARY STEP COUNTY-WIDE DEPARTMENTS

Date: 03/15/2022

Request for Discretionary Step 2

Employee No.: 209252

Department Name: DISTRICT ATTORNEY'S OFFICE

Position Title: DIRECTOR, VICTIMS UNIT

Slot No.: 0111 & 0005

Dept./Prg.#: 080/ 002 & 017

Effective Date: 3/28/2022
(Next full pay period)

POSITION REQUIREMENTS:

Education: High School/GED Associates Bachelor's Masters Other: _____

Experience: 0 yr. 1 yr. 2 yrs. 3 yrs. 4 yrs. 5 yrs. 6 yrs.
 7yrs. 8 yrs. 9 yrs. 10 or more yrs.

Certificates/Licenses: _____

JUSTIFICATION FOR STEP INCREASE:

Education: High School/GED Associates Bachelor's Masters Other: SEE BELOW

Experience: 0 yr. 1 yr. 2 yrs. 3 yrs. 4 yrs. 5 yrs. 6 yrs.
 7yrs. 8 yrs. 9 yrs. 10 or more yrs.

Certificates/Licenses: MULTIPLE

JUSTIFICATION:

EMPLOYEE PREVIOUSLY WORKED AT THE DISTRICT ATTORNEY'S OFFICE FOR FIVE YEARS AND HAS
OVER 20 YEARS IN CONTINUOUS VICTIM SERVICES EXPERIENCE; IS ACCREDITED BY THE NATIONAL
ORGANIZATION OF VICTIM ASSISTANCE AS A "COMPREHENSIVE VICTIM INTERVENTION SPECIALIST",
HAS RECEIVED RELEVANT TRAINING AND AWARDS. SEE ATTACHED.

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

Rosalinda Ceuthi
Department Head/ Elected Official Signature

03/16/2022
Date