



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

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NOV 18 2022

DISCRETIONARY STEPS District Attorney

Date: 11/21/2022 Discretionary Step: Step 2 Step 3 Step 4 Step 5

Employee No. 172138 Department Name: District Attorney's Office

Position Title: Assistant District Attorney V Slot No.: 0011

Dept./Prg. #: 080/012 Effective Date: 11/29/2022
(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:	
Step 2 – Exceed minimum by 2 years	Step 4 – Exceed minimum by 4 years
Step 3 – Exceed minimum by 3 years	Step 5 – Exceed minimum by 5 or more years

JUSTIFICATION:

PLEASE SEE ATTACHED JUSTIFICATION.

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

Elected Official Signature

11/17/2022
Date

Step adjustment requested for the Border Prosecution Unit (BPU) senior level Assistant District Attorney is necessary to retain and compete with the private sector/ markets and prosecutor offices in the State of Texas. The request is based on a special and compelling need to employ, retain and maintain adequate staffing levels for the continuity of operations in order to comply with the statutory obligations of the District Attorney's Office.