



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: 09/15/2023 Current Slot No.: 0154
 Department Name: Pct. 1 Road Maintenance Current Position Title: Program Manager I
 Department No.: 121-005 Requested Position Title: Program Manager I

ALLOWANCE REQUEST: Type of Allowance

Position
 Interpreter
 Clothing
 Supplemental
 Auto

ALLOWANCE AMOUNT:	<u>\$ 0.00</u>	<u>\$ 1,131.00</u>	<u>\$ 1,131.00</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: \$ 1,131.00

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
FLSA: Exempt
 Non-Exempt
 Non-Exempt

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

Supplemental allowance is being added due to additional duties and responsibilities to include overseeing the Accounting Department, Sanitation permits, project management etc.

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

Department Head

Department of Human Resources

9/15/2023
Date

9/15/23
Date