



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

DISCRETIONARY STEPS District Attorney

Date: 10/11/2023 Discretionary Step: Step 2 Step 3 Step 4 Step 5

Employee No. 267015 Department Name: District Attorney's Office

Position Title: Assistant District Attorney II Slot No.: 0120

Dept./Prg. #: 080-002 Effective Date: 10/19/2023
(Next full pay period)

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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:

The step adjustment requested 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.

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

Rosalinda Caenti

Elected Official Signature

10/11/2023
Date



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

DISCRETIONARY STEPS District Attorney

Date: 10/11/2023 Discretionary Step: Step 2 Step 3 Step 4 Step 5

Employee No. 265691 Department Name: District Attorney's Office

Position Title: Assistant District Attorney II Slot No.: 0208

Dept./Prg. #: 080-002 Effective Date: 10/19/2023
(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: _____

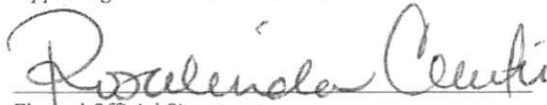
REQUIREMENTS:

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:

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10/11/2023
Date



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

DISCRETIONARY STEPS District Attorney

Date: 10/11/2023 Discretionary Step: Step 2 Step 3 Step 4 Step 5

Employee No. 266400 Department Name: District Attorney's Office

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

Dept./Prg. #: 080-002 Effective Date: 10/19/2023
(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: _____

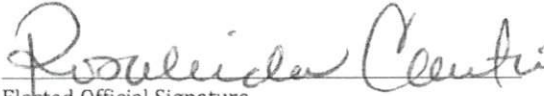
REQUIREMENTS:

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JUSTIFICATION:

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Elected Official Signature

10/11/2023
Date



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

DISCRETIONARY STEPS District Attorney

Date: 10/11/2023 Discretionary Step: Step 2 Step 3 Step 4 Step 5

Employee No. 266582 Department Name: District Attorney's Office

Position Title: Assistant District Attorney II Slot No.: 0191

Dept./Prg. #: 080-002 Effective Date: 10/19/2023
(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:

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10/11/2023
Date



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

DISCRETIONARY STEPS District Attorney

Date: 10/11/2023 Discretionary Step: Step 2 Step 3 Step 4 Step 5

Employee No. 266477 Department Name: District Attorney's Office

Position Title: Assistant District Attorney II Slot No.: 0149

Dept./Prg. #: 080-002 Effective Date: 10/19/2023
(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

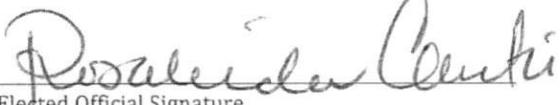
Certificates/Licenses: _____

REQUIREMENTS:	
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