



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

DISCRETIONARY STEP COUNTY-WIDE DEPARTMENTS

Date: 02/20/2024

Request for Discretionary Step 2

Employee No.: 196134

Department Name: Budget & Management

Position Title: Budget Analyst III

Slot No.: 0034

Dept./Prg.#: 115-001

Effective Date: 03/11/2024

(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.
 7 yrs. 8 yrs. 9 yrs. 10 or more yrs.

Certificates/Licenses: _____

JUSTIFICATION FOR STEP INCREASE:

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

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

Certificates/Licenses: _____

JUSTIFICATION:

The employee has extensive experience as a budget analyst from budget forecasting, research, salary related analysis, and grants. Employee's abilities, knowledge and experience working for a government entity is a valuable asset to our department.

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



 Department Head/ Elected Official Signature

2/21/24

 Date