



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

DISCRETIONARY STEPS District Attorney

Date: 04/29/2024 Discretionary Step: Step 2 Step 3 Step 4 Step 5

Employee No. 263613 Department Name: DISTRICT ATTORNEY'S OFFICE

Position Title: ASSISTANT DISTRICT ATTORNEY III Slot No.: 0021 / 0017 28

Dept./Prg. #: 080/ 002 & 080/ 015 Effective Date: 05/06/2024
(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:* Reassignment

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 3 - Exceed minimum by 3 years | Step 4 - Exceed minimum by 4 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.

Rosalinda Cantu 04/29/2024
 Elected Official Signature Date

Step adjustment requested for the reassignment to Felony 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.