



# COUNTY OF HIDALGO

## DEPARTMENT OF HUMAN RESOURCES

### DISCRETIONARY STEP COUNTY-WIDE DEPARTMENTS

Date: 08/26/2024

**Request for Discretionary Step 2**

Employee No.: \_\_\_\_\_

Department Name: Urban County

Position Title: Program Specialist II

Slot No.: 0014

Dept./Prg.#: Urban County

Effective Date: \_\_\_\_\_  
(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:**

Mr. Gonzales exceeds the minimum position experience by more than 9 years. He also held the Program Specialist I position for almost 3 years. Although, the position does not call for the management of Federal and State grants, Mr. Gonzales performed these tasks, which is invaluable to overall administration of Urban County grants. With this additional experience, Mr. Gonzales could assist when the need arises. The step request is also to retain and compete with the private sector/market.

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

*Mauricio Gonzales*  
Department Head/ Elected Official Signature

8/26/24  
Date