



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

PERSONNEL ADJUSTMENT REQUEST FORM

NOTE: Complete multiple personnel action form if department is requesting more than (3) personnel actions.

Date: 09/18/2024 Current Slot No.: 0009 & 0008
 Department Name: CSLRF-ARPA Current Position Title: Accountant II
 Department No.: 115-101 Requested Position Title: N/A

REQUEST FOR: New Position Temporary Position* Position Reclassification Other Delete Positions

SALARY REQUEST:	<u>\$ 44,526.00</u>		<u>-\$ 44,526.00</u>
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change
SALARY REQUEST:	<u>\$ 44,526.00</u>		<u>-\$ 44,526.00</u>
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change
TOTAL BUDGETARY IMPACT:	<u>-\$ 89,052.00</u>		

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 Non-Exempt FLSA: Exempt Non-Exempt

*** TEMPORARY POSITIONS:**

<u>Start Date</u>	<u>End Date</u>	<u>Work Schedule</u>	<u>Hours per Week</u>	<u>No. of Weeks</u>
<u>Annual Salary</u>		<u>Hourly Rate</u>		
<small>Step 1 Salary / 2,080 Hours Per Year = Hourly Rate</small>				
<small>No. of Weeks x Hours per Week = Total Hours x Hourly Rate = Budgeted Salary</small>				

JUSTIFICATION FOR NEW POSITION / SALARY ADJUSTMENT: (Explain why position or adjustment request is essential)

Effective 09/18/2024, Accountant II positions are no longer needed for program.

[Signature]
 Department Head
[Signature]
 Department of Human Resources

09/18/2024
 Date
9/26/24
 Date