



# COUNTY OF HIDALGO

## DEPARTMENT OF HUMAN RESOURCES

### PERSONNEL ADJUSTMENT REQUEST FORM (ALLOWANCES)

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

Date: 05/16/2025 Current Slot No.: 0022 0025 28  
 Department Name: Precinct 3 Current Position Title: Maintenace IV  
 Department No.: 123 Requested Position Title: Maintenace IV

**ALLOWANCE REQUEST:** Type of Allowance

Position  Interpreter  Clothing  Supplemental  Auto

<b>ALLOWANCE AMOUNT:</b>	<u>\$ 5,040.00</u>	<u>\$ 5,040.00</u>
	Current Budgeted Amount	Proposed Budgeted Amount
		Net Change

<b>ALLOWANCE AMOUNT:</b>	<u>\$ 0.00</u>	<u>\$ 0.00</u>
	Current Budgeted Amount	Proposed Budgeted Amount
		Net Change

**TOTAL BUDGETARY IMPACT:** \$ 5,040.00

**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

**JUSTIFICATION / PRIORITY:** (Explain why this allowance request is essential)  
Employee acts as the tire specialist, Who pecializes in the repair, installation and maintenance of  
tires on fleet vehicels, heavy trucks, and heavy equipment.

**COMMENTS:** (Any comments you wish to make regarding this request, attach additional pages if needed)  
Effctive dates for supplemental 6/1/25 through ~~12/31/25~~ 12/31/25  
JV

[Signature]  
 Department Head

05/21/2025  
 Date

[Signature]  
 Department of Human Resources

5/22/25  
 Date