



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

DISCRETIONARY STEPS District Attorney

Date: 10/28/2025 Discretionary Step: Step 2 Step 3 Step 4 Step 5

Employee No. NEW HIRE Department Name: DISTRICT ATTORNEY'S OFFICE

Position Title: ASSISTANT DISTRICT ATTORNEY II Slot No.: 0051

Dept./Prg. #: 080/002 Effective Date: 11/10/2025
(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: Former Experience w/ Hidalgo County DA's Office.

Experience: N/A 0 years 1 year 2 years 3 years 4 years 5 or more years

Certificates/Licenses: Ref. AI# 85509. In compliance with the CCP Plan. License Date: 10/16/2025

REQUIREMENTS:	
Step 2 - Exceed minimum by 2 years	Step 4 - Exceed minimum by 4 years
Step 3 - Exceed minimum by 3 years	Step 5 - Exceed minimum by 5 or more years

JUSTIFICATION:

NEW HIRE WILL BE ASSIGNED TO THE MISDEMEANOR DIVISION HANDLING A HIGH-VOLUME CASELOAD. STEP INCREASE REQUEST WILL ENSURE FAIRNESS AND CONSISTENCY IN COMPENSATION WITH THE REST OF THE ENTRY LEVEL ASSISTANT DISTRICT ATTORNEYS IN ORDER TO COMPLY WITH THE STATUTORY OBLIGATIONS OF THE DA'S OFFICE.

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

Elected Official Signature

10/28/2025
Date



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

DISCRETIONARY STEPS District Attorney

Date: 10/27/2025 Discretionary Step: Step 2 Step 3 Step 4 Step 5

Employee No. REHIRE #270504 Department Name: DISTRICT ATTORNEY'S OFFICE

Position Title: ASSISTANT DISTRICT ATTORNEY II Slot No.: 0181

Dept./Prg. #: 080/002 Effective Date: 11/10/2025 *GAA*
(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:

licensed student Attorney

Education: *Juris Doctorate (JD)* Other: _____

Experience: *N/A* 0 years 1 year 2 years 3 years 4 years 5 or more years

Certificates/Licenses: *REHIRE # 85509. In compliance with CCP Plan.*

REQUIREMENTS:	
Step 2 – Exceed minimum by 2 years	Step 4 – Exceed minimum by 4 years
Step 3 – Exceed minimum by 3 years	Step 5 – Exceed minimum by 5 or more years

JUSTIFICATION:

REHIRE WILL BE ASSIGNED TO THE MISDEMEANOR DIVISION HANDLING A HIGH-VOLUME CASELOAD. STEP INCREASE REQUEST WILL ENSURE FAIRNESS AND CONSISTENCY IN COMPENSATION WITH THE REST OF THE ENTRY LEVEL ASSISTANT DISTRICT ATTORNEYS IN ORDER TO COMPLY WITH THE STATUTORY OBLIGATIONS OF THE DA'S OFFICE.

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
Elected Official Signature

10/27/2025
Date