



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

DISCRETIONARY STEPS District Attorney

Date: 08/13/2026 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.: 800182

Dept./Prg. #: 080-002 Effective Date: 09/01/2026
(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: ASSIGNMENT

Experience: ☐ 0 years ☐ 1 year ☐ 2 years ☐ 3 years ☒ 4 years ☐ 5 or more years

Certificates/Licenses: TX LICENSE DATE 10/14/2022

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:

REHIRE WILL BE ASSIGNED TO THE FELONY DIVISION HANDLING A HIGH-VOLUME
CASELOAD. STEP INCREASE REQUEST WILL ENSURE FAIRNESS AND CONSISTENCY IN
COMPENSATION WITH THE REST OF THE FELONY ASSISTANT DISTRICT ATTORNEY III'S
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 Cauti
Elected Official Signature

08/13/2026

Date