

**MADISON COUNTY  
PERSONNEL ACTION**

Department Veteran Service Department Employee Name Mendal G. Kemp  
 Job title Veteran Service Officer Employee SS # XXX-XX-7158  
 Effective Date 02/05/2018

**Hire**

Full-time  Part-time  Temporary  Hourly  Salaried   
 Position: \_\_\_\_\_ new position  or replacement  if so, whom? \_\_\_\_\_  
 Rate of Pay \$ 2,083.34

- Job references checked ( if applicable)
- Background checked ( if applicable)
- Driving Record checked ( if applicable)

**Promotion**

From Position: \_\_\_\_\_ To Position: \_\_\_\_\_  
 Rate of Pay \$ \_\_\_\_\_ Rate of Pay \$ \_\_\_\_\_

**Termination**

- Death
- Dismissed
- Resigned
- Retired
- Documentation Attached

**Approval of Elected Official or Department Head**

Printed Name Shelton Vance, County Administrator Signature \_\_\_\_\_ Date 01/30/2018

**Forward to Administration for Paperwork Processing**

**Administrative paperwork**

	Initials	Date
Copy to Payroll	_____	_____
Copy to HR	_____	_____
Copy to Comptroller	_____	_____
Copy for BOS Agenda	_____	_____