

P.O. Box 113
Canton, MS 39046-0113

Canton Fax: 601-859-0322
Ridgeland Fax: 601-898-0731

Kay Pace

Tax Collector
Madison County

Canton: 601-859-5226
Flora: 601-879-9537
Ridgeland: 601-856-4472
Toll Free: 800-428-0584

Office: Tax Collector Employee Name: Ericka Blackmon
Job title: Deputy Collector Employee SS #: _____
Effective Date: 10-1-19

Hire

Full-time Part-time Temporary Hourly Salaried
replacement new position

Rate of Pay \$ _____

- 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 \$ 15.63

Termination

- Death
 - Dismissed
 - Resigned
 - Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name: Kay Pace Signature: [Signature] Date: 10-2-19

Forward to Administration for Paperwork Processing

Administrative paperwork

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

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Office: Tax Collector Employee Name: Lori Dullall
Job title: Deputy Collector Employee SS #: _____
Effective Date: 10-1-19

Hire

Full-time Part-time Temporary Hourly Salaried
replacement new position

Rate of Pay \$ _____

- 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 \$ 15.63

Termination

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 - Resigned
 - Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name: Kay Pace Signature: [Signature] Date: 10-2-19

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Office: Tax Collector Employee Name: Anna Carl Evans
Job title: Deputy Collector Employee SS #: _____
Effective Date: 10-1-19

Hire

Full-time Part-time Temporary Hourly Salaried
replacement new position

Rate of Pay \$ _____

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Rate of Pay \$ _____ Rate of Pay \$ 15.63

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Toll Free: 800-428-0584

Office: Tax Collector Employee Name: Amy Haymond
Job title: Deputy Collector Employee SS #: _____
Effective Date: 10-1-19

Hire

Full-time Part-time Temporary Hourly Salaried
replacement new position

Rate of Pay \$ _____

- 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 \$ 16.25

Termination

- Death
 - Dismissed
 - Resigned
 - Retired
- Documentation Attached

Approval of Elected Official or Department Head

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Ridgeland: 601-856-4472
Toll Free: 800-428-0584

Office: Tax Collector Employee Name: Katherine IRVING
Job title: Deputy Collector Employee SS #: _____
Effective Date: 10-1-19

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Full-time Part-time Temporary Hourly Salaried
replacement new position

Rate of Pay \$ _____

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Ridgeland: 601-856-4472
Toll Free: 800-428-0584

Office: Tax Collector Employee Name: Lillie Joe
Job title: Deputy Collector Employee SS #: _____
Effective Date: 10-1-19

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Toll Free: 800-428-0584

Office: Tax Collector Employee Name: Ashleigh Owens
Job title: Deputy Collector Employee SS #: _____
Effective Date: 10-1-19

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Rate of Pay \$ _____

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