

**MADISON COUNTY
PERSONNEL ACTION**

Department Justice Court Employee Name Noel A. Collier
 Job title Clerical Employee SS # xxx-xx-6858
 Effective Date 11/19/2019

Hire

Full-time Part-time Temporary Hourly Salaried
 Position: Receptionist new position or replacement if so, whom? _____
 Rate of Pay \$ 10.00

- 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 Cheryl J. Horn, JCC Signature  Date 11/14/2019

Forward to Administration for Paperwork Processing

Administrative paperwork

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

MADISON COUNTY
PERSONNEL ACTION

Department Madison County Detention Center Employee Name TAVARIUS SHARP
Job title Asst. Facility Manager Employee SS # 4655
Effective Date 11.15.2019

Hire

Full-time Part-time Temporary Hourly Salaried

Position: _____ new position or replacement if so, whom? _____

Rate of Pay \$ _____

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

Promotion

From Position: D10 To Position: Cpl.
Rate of Pay \$ 15.50 Rate of Pay \$ 15.75

Termination

- Death
 - Dismissed
 - Resigned
 - Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Major Jeff Husted Signature [Signature] Date 11.15.19

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Administrative paperwork

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