

MADISON COUNTY  
PERSONNEL ACTION

Department Road Department Employee Name Kendrick Ratliff  
Job title Laborer Employee SS # \_\_\_\_\_  
Effective Date August 20, 2024

**Hire**

Full-time  Part-time  Temporary  Hourly  Salaried   
Position: \_\_\_\_\_ new position or replacement  if so, whom? Jayden Myers  
Rate of Pay \$ 15.00 per hour

- 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 Cornelius Bacon Signature  Date 7-18-2024

Forward to Administration for Paperwork Processing

**Administrative paperwork**

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