

MADISON COUNTY
PERSONNEL ACTION

Department Sheriff's Dept. Employee Name Nicholas Phillips
Job title Dispatcher Employee SS # xxx-xx-9909
Effective Date 10/21/24

Hire

Full-time Part-time Temporary Hourly Salaried

Position: Dispatcher new position or replacement if so, whom? Sandi McKinney
Rate of Pay \$21.09-

- 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 Jeremy Williams Signature [Signature] Date 10/2/24

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 Road Department Employee Name Shelvie Brooks
Job title Truck Driver Employee SS # _____
Effective Date 10/8/2024

Hire

Full-time Part-time Temporary Hourly Salaried
Position: _____ new position or replacement If so, whom? James Matthews
Rate of Pay \$15.00 hr

- 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 10-4-24

Forward to Administration for Paperwork Processing

Administrative paperwork

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