

MADISON COUNTY PERSONNEL ACTION

Department	SHERIFF'S DEPARTMENT	Employee Name	Andrews eid#4092
Job Title	admin - civil process clerk		
Effective Date	1/25/2026		

Hire

<input type="checkbox"/> Full-time	<input type="checkbox"/> Part-time	<input type="checkbox"/> Temporary	<input type="checkbox"/> Hourly	<input type="checkbox"/> Salaried
Position		<input type="checkbox"/> New Position <input type="checkbox"/> Or Replacement		
Rate of Pay		\$	If so, whom?	

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

Promotion

From Position	dispatcher	To Position	admin - civil process clerk
Rate of Pay	\$ \$25.20 an hour	Rate of Pay	\$ \$26.50 an hour

Termination

- ☐ Death
- ☐ Dismissed
- ☐ Resigned
- ☐ Retired

Approval of Elected Official or Department Head

Printed Name Jeremy Williams **Email Address** jeremy.williams@madison-co.com

Needed Items

- ☐ Desktop PC
- ☐ Printer
- ☐ Scanner

Email

- ☐ No Email Account
- ☐ Only Email
- ☐ Email and MS Office
- ☐ AS/400 Access
 - Current User to Duplicate
- ☐ Door Access
 - User Access to Duplicate

MADISON COUNTY PERSONNEL ACTION

Department	ROAD DEPARTMENT	Employee Name	Ramondo Sanders
Job Title	Mechanic		
Effective Date	1/21/2026		

Hire

<input checked="" type="checkbox"/> Full-time	<input type="checkbox"/> Part-time	<input type="checkbox"/> Temporary	<input type="checkbox"/> Hourly	<input type="checkbox"/> Salaried
Position	Mechanic	<input type="checkbox"/> New Position		
		<input type="checkbox"/> Or Replacement	If so, whom?	
Rate of Pay	\$ 23.37 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

Approval of Elected Official or Department Head

Printed Name Cornelius Bacon **Email Address** cornelius.bacon@madison-co.com

Needed Items

- ☐ Desktop PC
- ☐ Printer
- ☐ Scanner
- Email
 - ☐ No Email Account
 - ☐ Only Email
 - ☐ Email and MS Office
- ☐ AS/400 Access
 - Current User to Duplicate
- ☐ Door Access
 - User Access to Duplicate