

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: MARGARET HAYMAN
Job title: Deputy TAX Collector Employee SS #: _____
Effective Date: 6-2-14

Hire

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

Rate of Pay: \$ 1381.66 Per Month

- 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: Kay Pace by Debra Johnson Signature: Kay Pace by Debra Johnson Date: 6-3-2014

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 Comptroller Employee Name William (Rhine) Chesteen
Job title Accountant Employee SS # xxx-xx-xxx
Effective Date 06/16/2014

Hire

Full-time Part-time Temporary Hourly Salaried
Position: _____ new position or replacement if so, whom? _____

Rate of Pay \$ 65,000.00

- 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 Shelton Vance Signature Shelton Vance Date 6/9/2014

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 Board of Supervisors Employee Name Kiera Draine
 Job title Receptionist Employee SS # XXX-XX-2964
 Effective Date 06/23/2014

Hire

Full-time Part-time Temporary Hourly Salaried
 Position: _____ 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 Mark Houston Signature  Date 06/11/2014

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MADISON COUNTY
PERSONNEL ACTION

Department Road Dept Employee Name Robin Love
Job title Truck Driver Employee SS # _____
Effective Date 6/17/14

Hire

Full-time Part-time Temporary Hourly Salaried

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

Rate of Pay \$ 11,50 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 Lawrence Morris Signature Lawrence L. Morris Date 6/11/14

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Administrative paperwork

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MADISON COUNTY
PERSONNEL ACTION

Department Road Department Employee Name Larry Alexander
Job title Truck Driver Employee SS # _____
Effective Date 6/17/14

Hire

Full-time Part-time Temporary Hourly Salaried

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

Rate of Pay \$ 11.56 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 Lawrence Morris Signature Lawrence L. Morris Date 6/11/14

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MADISON COUNTY
PERSONNEL ACTION

Department Road Dept Employee Name Kenvoris Brooks
Job title Truck Driver Employee SS # _____
Effective Date 6/17/14

Hire

Full-time Part-time Temporary Hourly Salaried
Position: _____ new position or replacement if so, whom?

Rate of Pay \$11.50 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 Lawrence Morris Signature Lawrence L. Morris Date 6/11/14

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MADISON COUNTY
PERSONNEL ACTION

Department Road Dept Employee Name Robert Brown
Job title Truck Driver Employee SS # _____
Effective Date 6/17/14

Hire

Full-time Part-time Temporary Hourly Salaried

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

Rate of Pay \$ 11.00 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 Lawrence Morris Signature Lawrence L. Morris Date 6/11/2014

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MADISON COUNTY
PERSONNEL ACTION

Department Road Dept Employee Name Kevin Small
Job title Truck Driver Employee SS # _____
Effective Date 6/17/2014

Hire

Full-time Part-time Temporary Hourly Salaried

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

Rate of Pay \$ 11.50 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 Lawrence Morris Signature Lawrence J. Morris Date 6/11/2014

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MADISON COUNTY
PERSONNEL ACTION

Department Road Dept Employee Name Brian Taylor
Job title Laborer Employee SS # _____
Effective Date 6/17/14

Hire

Full-time Part-time Temporary Hourly Salaried

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

Rate of Pay \$ 11.00 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 Lawrence Morris Signature Lawrence L. Morris Date 6/11/14

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MADISON COUNTY
PERSONNEL ACTION

Department Road Dept Employee Name Kershman Dixon
Job title Laborer Employee SS # _____
Effective Date 6/17/14

Hire

Full-time Part-time Temporary Hourly Salaried
Position: _____ new position or replacement if so, whom? _____

Rate of Pay \$11.00 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 Lawrence Morris Signature Lawrence L. Morris Date 6/11/14

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MADISON COUNTY
PERSONNEL ACTION

Department Road Dept Employee Name Michael Curtis
Job title Laborer Employee SS # _____
Effective Date 6/17/14

Hire

Full-time Part-time Temporary Hourly Salaried

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

Rate of Pay \$11.00 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
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Approval of Elected Official or Department Head

Printed Name Lawrence Morris Signature Lawrence L. Morris Date 6/11/14

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MADISON COUNTY
PERSONNEL ACTION

Department Road Dept Employee Name William Smith
Job title Laborer Employee SS # _____
Effective Date 6/17/14

Hire

Full-time Part-time Temporary Hourly Salaried

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

Rate of Pay \$ 11.00 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 Lawrence Morris Signature Lawrence L. Morris Date 6/11/2014

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MADISON COUNTY
PERSONNEL ACTION

Department Road Department Employee Name Thomas Gray
Job title Operator Employee SS # _____
Effective Date 6/17/14

Hire
Full-time Part-time Temporary Hourly Salaried
Position: _____ new position or replacement if so, whom? _____
Rate of Pay \$ 13.39 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 Lawrence Morris Signature Lawrence L. Morris Date 6/11/14

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FY 2014 3% Pay Increase

Emp Number	Employee Name	Department Name	Basis of Pay	Pay Frequency	Hire Date	Current Pay Rate	Revised Pay Rate	Effective Date
2516	HARRIS, CLODY C	ROAD	Hourly	Semi-Monthly	6/3/2013	\$12.00	\$12.36	6/1/2014
816	BROOKS, LONNIE	ROAD	Hourly	Semi-Monthly	6/18/2013	\$14.00	\$14.42	6/1/2014
5001	THURMAN, ELMER E	ROAD	Hourly	Semi-Monthly	6/3/2013	\$14.13	\$14.55	6/1/2014