

HUERFANO COUNTY

PAYROLL STATUS CHANGE

EFFECTIVE DATE

11/1/2023

NAME: **Janet James**

PAYROLL :

11/10/2023

CHANGE OF ADDRESS/PHONE

STREET

CITY, STATE, ZIP

TELEPHONE

CHANGE

FROM

(DOES NOT APPLY TO NEW EMPLOYEE)

TO

JOB TITLE

Accountant

DEPARTMENT

DHS

HOURS

Part Time

ANNUAL SALARY

SEMI-MONTHLY SALARY

HOURLY SALARY

36.40/hr

OTHER SALARY

REASON FOR CHANGE

NEW HIRE

RESIGNATION

LENGTH OF SERVICE INCREASE

REHIRED

RETIREMENT

REEVALUATION OF CURRENT JOB

PROMOTION

LAYOFF

INTRODUCTORY PERIOD COMPLETED

DEMOTION

ADMINISTRATIVE LEAVE PAID

OTHER

TRANSFER

ADMINISTRATIVE LEAVE UN-PAID

TERMINATION

COMMENTS, IF NECESSARY

Motion to Accept the Resignation of Janet James Effective November 1, 2023

Elected Official/Department Manager

Chairman

Date

Date

Date to Finance Office: