

HUERFANO COUNTY

PAYROLL STATUS CHANGE

EFFECTIVE DATE

1/21/2025

NAME:

Michael Sanchez

PAYROLL :

1/31/2025

CHANGE OF ADDRESS/PHONE

STREET

CITY, STATE, ZIP

TELEPHONE

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE	Detention Officer	
DEPARTMENT	Jail	
HOURS		
ANNUAL SALARY	\$38,000.00	
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY	Non-Exempt	

REASON FOR CHANGE

NEW HIRE
 REHIRED
 PROMOTION
 DEMOTION
 TRANSFER

RESIGNATION

RETIREMENT
 LAYOFF
 ADMINISTRATIVE LEAVE PAID
 ADMINISTRATIVE LEAVE UN-PAID

TERMINATION

LENGTH OF SERVICE INCREASE
 REEVALUATION OF CURRENT JOB
 INTRODUCTORY PERIOD COMPLETED
 OTHER

COMMENTS, IF NECESSARY

Motion to accept the resignation of Michael Sanchez effective 01/21/2025.

Elected Official/Department Manager

Chairman

01/28/25

Date

Date

Date to Finance Office: