

HUERFANO COUNTY

<b>GREEN SHEET/STATUS CHANGE</b>		EFFECTIVE DATE
		<b>7/9/2023</b>
NAME: <b>Ann Sweet</b>	PAYROLL :	<b>7/21/2023</b>

<b>CHANGE OF ADDRESS/PHONE</b>	STREET
	CITY, STATE, ZIP
	TELEPHONE

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE		<b>Accounting Clerk</b>
DEPARTMENT		<b>Department of Human Services</b>
HOURS		
ANNUAL SALARY		<b>\$40,000.00</b>
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY		<b>Non-Exempt</b>

**REASON FOR CHANGE**

- NEW HIRE
- REHIRED
- PROMOTION
- DEMOTION
- TRANSFER

- RESIGNATION
- RETIREMENT
- LAYOFF
- ADMINISTRATIVE LEAVE PAID
- ADMINISTRATIVE LEAVE UN-PAID

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

COMMENTS, IF NECESSARY

**Motion to hire Ann Sweet as Accounting Clerk for the Department of Human Services with an annual non-exempt salary of \$40,000.00.**

\_\_\_\_\_  
Elected Official / Department Head      Date

*Angela Wakeman*      6/15/2023  
\_\_\_\_\_  
Human Resources Officer      Date

\_\_\_\_\_  
John Galusha, Chairman      Date

\_\_\_\_\_  
Budget Officer      Date

\_\_\_\_\_  
Date Inputed Into System