

PAYROLL STATUS CHANGE

EFFECTIVE DATE

7/31/2024

NAME: Melanie Bounds

PAYROLL :

8/16/2024

CHANGE OF ADDRESS/PHONE

STREET

CITY, STATE, ZIP

TELEPHONE

CHANGE

FROM

(DOES NOT APPLY TO NEW EMPLOYEE)

TO

JOB TITLE

Office Coordinator

DEPARTMENT

Sheriff

HOURS

ANNUAL SALARY

\$40,500.00

SEMI-MONTHLY SALARY

HOURLY SALARY

OTHER SALARY

Non-Exempt

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 Retirement of Melanie Bounds from the Position of Office Coordinator for the Sheriff's Department Effective July 31, 2024.

Elected Official/Department Manager

Chairman

Date

Date

Date to Finance Office: _____