

HUERFANO COUNTY

# PAYROLL STATUS CHANGE

EFFECTIVE DATE

4/28/2023

NAME: **Sharla Martinez**

PAYROLL :

4/28/2023

CHANGE OF ADDRESS/PHONE

STREET

CITY, STATE, ZIP

TELEPHONE

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE	<b>Detention Officer</b>	
DEPARTMENT	<b>Jail</b>	
HOURS		
ANNUAL SALARY	<b>\$34,500.18</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  
**TERMINATION**

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

COMMENTS, IF NECESSARY

**Motion to Accept the Resignation of Sharla Martinez Effective 04/09/2023**

\_\_\_\_\_  
Elected Official/Department Manager

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Date to Finance Office: \_\_\_\_\_