

**FLAGLER COUNTY
BOARD OF COUNTY COMMISSIONERS
PERSONNEL ACTION FORM**

NAME: Faith Alkhatib

SS#: [REDACTED]

DATE: 3-11-05

Effective Date of Action: ~~4-4-05~~¹¹

Next Evaluation Date: ~~4-4-06~~¹¹

Instructions: A Personnel Action Form should be completed for all new appointments, separations, and changes in employee status including merit salary increases. Indicate the action taken by marking the appropriate category and making comments as necessary. Fill in the *former* and *current* items for status changes. For other actions, complete the current items only. When completed, return to the **HUMAN RESOURCES OFFICE**.

ACTION:

APPOINTMENT	SEPARATION	STATUS CHANGE
<input checked="" type="checkbox"/> Regular FT <input type="checkbox"/> Regular PT <input type="checkbox"/> Temporary FT <input type="checkbox"/> Temporary PT <input type="checkbox"/> Emergency <input type="checkbox"/> Recall <input type="checkbox"/> Other (Explain)	<input type="checkbox"/> Resignations <input type="checkbox"/> Dismissal <input type="checkbox"/> Retirement <input type="checkbox"/> Layoff <input type="checkbox"/> Other (Explain)	<input type="checkbox"/> Promotion <input type="checkbox"/> Demotion <input type="checkbox"/> Suspension <input type="checkbox"/> Transfer <input type="checkbox"/> Reinstatement <input type="checkbox"/> FMLA <input type="checkbox"/> Annual Evaluation <input type="checkbox"/> Other (Explain)

REMARKS: Hired to fill County Engineer position vacated by Dave Zeno.

NO. OF SCHEDULED WORKING HOURS: 40

DEPT. ACCT. NO. _____ %

DEPT. ACCT. NO. 180-0800-541.10-12 100%

Former Department/Division _____
 Former Position Title _____
 Former Position Number _____

Current Engineering
 Current County Engineer
 Current A2095

Former Salary _____ Per Hour
 Pay Grade _____
 Step _____

Current 39.28 Per Hour
 Pay Grade 108
 Step 15

Approval	<div style="display: flex; justify-content: space-between;"> Supervisor/Department Head Date </div>	<div style="display: flex; justify-content: flex-end;"> Date </div>
Approval	<div style="display: flex; justify-content: space-between;"> Human Resources Date </div>	<div style="display: flex; justify-content: flex-end;"> Date </div>
Approval	<div style="display: flex; justify-content: space-between;"> County Administrator Date </div>	<div style="display: flex; justify-content: flex-end;"> Date </div>

Forward all copies to the Human Resources Office for processing

Distribution after approval : White – Payroll Canary – Human Resources Pink – Department

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