

Employee's Name: Roy Hamilton
Job Position Animal Control Director

CHANGE IN STATUS

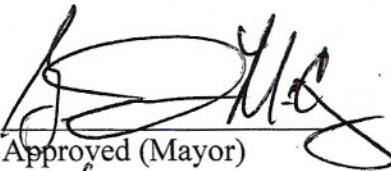
- | | |
|------------------------------------|---|
| <input type="checkbox"/> Promotion | <input type="checkbox"/> Pay Rate \$10.87 |
| <input type="checkbox"/> Bonus | <input type="checkbox"/> Suspension |
| <input type="checkbox"/> Demotion | <input type="checkbox"/> Termination |
| <input type="checkbox"/> Other | |

- ◆ Date change goes into effect: January 6, 2009
- ◆ Date change ends, if temporary: _____
- List specific change of status (example: promote to Secretary II at rate of \$7.00 per hour):
Change from Animal Control Officer to Animal Control Director

- ◆ If change in bonus, please attach documentation.
- ◆ If terminated, date employee will be cleared to receive last pay check: _____
- ◆ Additional comments:

Requested (Dept. Head)

Date


Approved (Mayor)
1/6/09
Date

****Please note: Auditors mandate that status change notification must be made in writing and signed by Department Head.***