

HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

DAVE J. GILL
 WOODBURY COUNTY
 AUDITOR & REGISTER &
 COMM. OF ELECTIONS

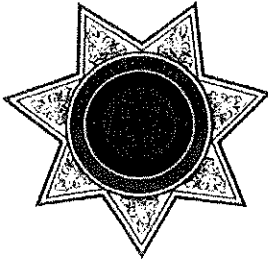
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 6/26/18

2018 JUN 27 AM **DATE: June 26, 2018**

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Sheriff	Civilian Jailer	CWA: \$19.28/hour (FY 18/19 Wage)	X	
Human Resources	Senior Clerk	Wage Plan: \$18.06/hour (FY 18/19 Wage)	X	
	*Please see attached memos.			


 Chairman, Board of Supervisors



Woodbury County Sheriff's Office

LAW ENFORCEMENT CENTER
P. O. BOX 3715 SIOUX CITY, IOWA 51102

DAVID A. DREW, SHERIFF

PHONE: 712.279.6010
E-MAIL: ddrew@woodburycountyiowa.gov
FAX: 712.279.6522

June 15, 2018

To the Woodbury County Board of Supervisors & Human Resources Department,

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to begin the hiring process for a Correctional Officer position, effective June 15th 2018. We request this be placed on the agenda for Tuesday, June 26th 2018, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "David Drew".

Dave Drew, Sheriff

Cc: file

Lisa Anderson

From: Melissa Thomas
Sent: Thursday, June 21, 2018 8:43 AM
To: Lisa Anderson
Subject: Human Resources Changes

Lisa-

Please deauthorize the Clerk III position in HR and begin the hiring process of hiring a Senior Clerk.

Thank you,

Melissa

Melissa M. Thomas
Human Resources Director
Woodbury County
ph [\(712\) 279-6480](tel:(712)279-6480)
cell [\(712\) 253-6534](tel:(712)253-6534)
fax [\(712\) 279-6597](tel:(712)279-6597)
melissathomas@woodburycountyiowa.gov