

7a

HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

DATE: March 19, 2019

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Treasurer	Percentage Deputy (60%)	\$51,895.49/year	X	
	*Please see attached memo.			



 Chairman, Board of Supervisors

COPY

To: Woodbury County Board of Supervisors
From: Michael Clayton
Date: March 11, 2019
Subject: Appointment of Deputy Bookkeeper in the Treasurer's Department

I am requesting the appointment of Charli Polley as Deputy Bookkeeper with a starting percentage salary of 60 percent effective March 25 2019.

Thank you for your time and consideration.

A handwritten signature in cursive script, reading "Michael R. Clayton", with a long horizontal flourish extending to the right.

Michael R. Clayton
Woodbury County Treasurer

cc Human Resources
Auditor