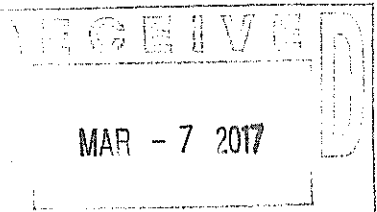


Jen / Backup



COUNTY OF TEHAMA
PERSONNEL ACTION FORM

DATE 3/6/2017
EFFECTIVE DATE 3/7/2017

BUDGET UNIT TITLE District Attorney BUDGET CODE NUMBER 2013
EMPLOYEE NAME _____ EMPLOYEE NO 1656
ADDRESS _____ PHONE _____

TYPE OF ACTION

APPOINTMENT _____ LEAVE OF ABSENCE 1) BOS LOA
TEMP. APPOINTMENT _____ RETURN TO DUTY _____
STEP ADVANCEMENT _____ DISCHARGE _____
RESIGNATION _____ OTHER (EXPLAIN) _____

	FROM	To (NEW EMPLOYEES THIS COLUMN ONLY)
CLASSIFICATION TITLE	Legal Secretary III	
RANGE / STEP / SALARY	59-E 3,615.00	

IF TEMPORARY APPOINTMENT - TERMINATION DATE _____ OR AS NEEDED _____

COMMENTS:

3/7/17 - 4/13/17 CA

1) BOS Leave from 04/07/17 through 03/06/17.

LOA LOA

(ATTACH APPLICATION FORM HERETO)

DEPT. HEAD	AUDITOR	BOARD OF SUPERVISORS	
	ALLOCATION - CLASSIFICATION - RANGE - STEP - SALARY	APPROVED DATE	DISAPPROVED DATE

							PERSONNEL
APPLICATION	MEDICAL	FINGER PRINT	LOYALTY OATH	RETIREMENT FORM	W-4	INSURANCE Yes No	

WHITE - PERSONNEL
YELLOW - AUDITOR
PINK - DEPARTMENT

SW