

PAY ROLL CHANGE AUTHORIZATION

Department Police Division _____

Classified Permanent
Unclassified Temporary

Appointment <input type="checkbox"/>	Promotion <input type="checkbox"/>	Military <input type="checkbox"/>	Name <input type="checkbox"/>	Suspension <input type="checkbox"/>	Reduction in Force <input type="checkbox"/>
Re-Appointment <input type="checkbox"/>	Merit Increase <input type="checkbox"/>	Leave <input type="checkbox"/>	Educational <input type="checkbox"/>	Demotion <input type="checkbox"/>	Resignation <input type="checkbox"/>
Re-Instatement <input type="checkbox"/>	Service Pay <input type="checkbox"/>	Without Pay <input type="checkbox"/>	Change <input checked="" type="checkbox"/>	Transfer <input type="checkbox"/>	Dismissal <input type="checkbox"/>
			Tax <input checked="" type="checkbox"/>		
			Classification <input type="checkbox"/>		

Employee Number 84651 Payroll Number 12-1 Effective Date 1-11-59

FULL NAME J. D. Tippit Auditor's Use Only: _____

Address _____
(Fill in for new employee or change only)

From Classification or Position Patrolman Grade _____ Step _____ Position Number _____

To Classification or Position _____ Grade _____ Step _____ Position Number _____

Tax Class: From 4 To 5
Attach W-4

Rate: Hour Month _____ Weekly Bi-Weekly _____ Hour Month _____ Weekly Bi-Weekly _____

Pay Schedule: Retirement Deductions Yes No Budget Code A-3
0 1 8 9
(Circle One)

Description of Duties: _____

Explanation of above action: _____

The above appointment conforms to all Civil Service rules and is to be charged to Account 12
C. H. Hansson
Department Head 1-14-59

The action indicated above is hereby recommended. approved. *ju*

Personnel Director

Approved: _____ Approved: _____

Secretary and Chief Examiner Civil Service Board City Manager

Forward five copies to Personnel Office immediately on all actions except deductions, which should be sent direct to Auditor's Office in duplicate.