

PAY ROLL CHANGE AUTHORIZATION

To Police Dept

Department POLICE

Classified unclassified

Appoint Reappointment Promotion Suspension Demotion Transfer Leave Reduction Resignation Dismissal Deduction
(Circle appropriate action)

Employee Number 84651 Payroll Number 18-3 Effective Date June 24, 1953

NAME J. B. Tippitt From _____ To _____ Physical Exam. Passed _____ Date _____

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

Classification or Position Apprentice Policeman Position Number 353

Tax Class: From 1 To 4 Retirement Deductions Yes No
Rate: Hour Attach W-4 Weekly Hour Monthly Bi-Weekly Monthly Bi-Weekly

Pay Schedule:
0 1 8 9
(Circle One)

Description of Duties:

Explanation of above action:

Prepare Separate P2 for Deductions

Insurance

Amount _____ Company _____

Bonds

Miscellaneous

Amount Each _____ Denomination _____

The above appointment conforms to all Civil Service rules and is to be charged to Account 12

The action indicated above is hereby recommended approved.

Code 4-3 in which there is sufficient unencumbered balance.

C. A. Hanson

6-2-53 Department Head

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.