

COLLIN COUNTY
PERSONNEL ACTION FORM

NAME: JOHNSON TERESA LYNN			DATE: 4-13-89
LAST	FIRST	MIDDLE	DEPARTMENT: Tax Assessor
SOCIAL SEC. NO.: 449-33-5325			

EMPLOYMENT	Employment Date: 4-17-89	Job Title: Vehicle Registration Clerk (R2/A)	SALARY: \$1125.00
Previously Employed:	Original Employment Date:	Separation Date:	Supervisor:
			SALARY:

ELIGIBILITY DATES: (For Office Use Only)	Vacation Days:	Sick Leave:	Insurance: (Medical)	Self	Dependents
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Salary and/or title change	Current Job Title	Current Salary	Range	Step
	New Job Title	New Salary	Range	Step

Reason: Satisfactory Performance Unsatisfactory Performance Exceptional Merit

TRANSFER	FROM:	TO:	SICK LEAVE	Dates of Sick Leave:
LEAVE OF ABSENCE <i>Give Reason</i>	FROM:	TO:		Previous Days Sick Leave Taken This Year:
RETURN	DATE:	<input type="checkbox"/> Ins. Notified		Was Doctor's Statement Furnished? <input type="checkbox"/> Yes <input type="checkbox"/> No

VACATION	Date Requested - From:	To:	Total Work Days Away	Previous Days Taken This Year
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SEPARATION	Employment Date	Last Day Worked	Rehire? <input type="checkbox"/> Yes <input type="checkbox"/> No Explain
Vac. Pay No. Hrs.	Amt. Paid	Comp. Pay No. Hrs.	Amt. Paid

- Voluntary Retirement
- Mandatory Retirement. Co. Policy
- Death
- Illness or Injury
- Leaving Area
- Accept Other Job
- Dissatisfied
- Return To School
- Family Problems
- Resignation For Other Reasons
- Reduction In Force
- Habitually Absent or Tardy
- Unreported Absence
- Leaving Work Without Permission
- Insubordination
- Reporting Under Influence of Alcohol
- Drinking On Duty
- Destruction or Removal Of Co. Property
- Falsification of County Records
- Misconduct
- Other (Explain in comments)

How Many Days Advance Notice Given?

COMMENTS:

Dated this 17th day of April, 19 89

EFFECTIVE DATE: 4-17-89

Wm J Roberts
COUNTY JUDGE

DATE 4/13/89 EMPLOYEE (IF APPLICABLE) [Signature]
DATE _____ DEPARTMENT HEAD _____
DATE _____ PERSONNEL DIRECTOR [Signature]