



COLLIN COUNTY

Human Resources
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DATE: 4/4/2023

FROM: Cynthia Jacobson, Director of Human Resources

TO: Commissioners Court

SUBJECT: Full-Time Equipment Operator Position

The Director of Public Works, Jon Kleinheksel, has expressed an interest in combining two (2) part-time Equipment Operator positions into one (1) full-time position. When hired, this full-time employee will receive the typical full-time benefits.

We are requesting two (2) part-time Equipment Operator positions be combined into one (1) full-time Equipment Operator position. The Budget Department has indicated the budget adopted for FY 2023 was based on a full-time position. Therefore, there is sufficient funding to convert the two (2) part-time positions back into one (1) full-time position. No budget adjustment is necessary.