

Personnel Form				All new positions need to be listed. ALSO ANY POSITION CHANGES NEED TO BE LISTED HERE.										
New Position: Y/N	Effective Date:	Position Title:	Grade:	Salary:	Fringe:	% Funded by Grant:	# of Months Funded:	IF MOVING POSITIONS, MUST FILL OUT FOLLOWING COLUMNS:	Position Title <u><b>Moving From</b></u> :	Grade:	EE#	Position Title <u><b>Moving To</b></u> :	Grade:	EE#
N	09/01/2025	Medical Assistant (Position ID: 300176)	532	\$45,562	\$26,328	80%	12							
Salary and Fringe Benefits Totals:				\$45,562	\$26,328									
Fringe Benefits: Itemize with rates in the space below:														
a.				Fringe Benefits: FICA/Medicare (salary x 0.0765), Insurance Premiums (\$1,700 for medical/dental/RX and \$4.95 for term life per month), Long Term Disability (salary x 0.0024), Short Term Disability \$2.10/month, Long Term Care \$30.08 per month, Retirement (salary x 0.10), Unemployment insurance (salary x 0.001). Per Collin County HR, the Life Insurance calculation should be rounding-up employee salary then multiply by 1.5, and then multiplied by 0.085 which includes AD&D.										
Total Number of FTE's: 0.80				Fringe Benefits Rate: 57.78%										