

BONNEVILLE COUNTY REQUEST FOR PERSONNEL

POSITION TITLE:

POSITION CODE:

PAY GRADE & RATE:

NUMBER REQUIRED:

DEPT./OFFICE:

BUDGET CODE:

DATE POSITION IS EXPECTED TO BE FILLED:

REGULAR

FULL-TIME

TEMPORARY

PART-TIME

HOURS PER WEEK

IF TEMPORARY, INDICATE ESTIMATED LENGTH OF EMPLOYMENT

IS THIS A NEW POSITION? OR A REPLACEMENT?

Explain:

Attach a copy of the new or existing position description. If this is an existing position, please review it to insure that it is current and indicate any changes which may be necessary.

Requesting Official: _____ Date: _____

Reviewed By: _____ Date: _____
(Personnel Officer)

APPROVED
 DISAPPROVED _____ Date: _____
(County Commissioner)