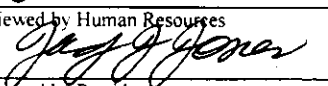

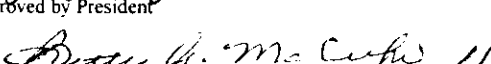


Personnel Action Form

Human Resources

Banner ID #	Last Name	First	Middle Initial	Telephone
()	Adkins, Obie II			
Address		City		State Zip
Part I: Check all that apply				
Classification: <input type="radio"/> Administrative/Professional Staff <input type="radio"/> Faculty <input type="radio"/> Support Staff <input type="radio"/> Temporary <input checked="" type="radio"/> Regular		<input checked="" type="checkbox"/> New Employee <input type="checkbox"/> Extension <input type="checkbox"/> Salary Adjustment <input type="checkbox"/> Separation (date: _____) <input type="checkbox"/> Other (explain)		
<input type="radio"/> Full-Time <input checked="" type="radio"/> Part-Time				
Part II: Assignment/Accounting Number of months/weeks below notes how the position is funded. It does not guarantee employment status for a person. All Administrative/Professional and Faculty (Contract) and Support Staff (Non-Contract) employees are employed according to WCJC Policies and Procedures. Support Staff employees are at-will employees.				
CURRENT Division/Unit:			Job Vacancy No.: (if applicable)	
Job Title/Position:			Specialized Area:	
Budgeted Position? <input type="radio"/> Yes <input type="radio"/> No			Funded in which FY?	
Budget Number:			Position No. (NBAPOSN):	
Compensation:	<input type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched _____ Grade _____ Step _____	Hourly Rate: (Part-time only) \$ _____ per hr x _____ hrs/wk x _____ wks = \$ _____ per year	
\$				
Start Date	End Date:	<input checked="" type="radio"/> At-will-employee <input type="radio"/> Per contract	If temporary, anticipated termination date:	
Position is funded for the following number of months/weeks: <input type="radio"/> 9 months <input type="radio"/> 10 ½ months <input type="radio"/> 12 months <input type="radio"/> Other (specify)				
PROPOSED Division/Unit:			Job Vacancy No.: (if applicable)	
Vocational Sciences			1808 F 051	
Job Title/Position:			Specialized Area:	
Instructor of EMS			EMS	
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No			Funded in which FY? FY19	
Name of Replaced Employee: N/A				
Budget Number: 1110-14026-6091-102			Position No. (NBAPOSN): EMT004	
Compensation:	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched FAC Grade 1 Step 10	Hourly Rate: (Part-time only) \$ N/A per hr x _____ hrs/wk x _____ wks = \$ _____ per year	
\$ 50,050				
Start Date: 01/14/19		<input checked="" type="radio"/> At-will-employee <input type="radio"/> Per contract	If temporary, anticipated termination date: N/A	
Position is funded for the following number of months/weeks: <input checked="" type="radio"/> 9 months <input type="radio"/> 10 ½ months <input type="radio"/> 12 months <input type="radio"/> Other (specify)				
Explanation of Action:				
Part III: Position/Budget Authorization				
Recommended by Supervisor/Department Head		Date		Approved by Dean
Gary Bonewald <small>Digitally signed by Gary Bonewald DN: cn=Gary Bonewald, ou=Wharton County Junior College, ou=HRMS Program email=gbonewald@wcjc.edu, c=US Date: 2018.11.01.10:46:15 -0500</small>				
Approved by Division Chair		Date		Approved by Vice President
Timothy Guin <small>Digitally signed by Timothy Guin DN: cn=Timothy Guin, ou=Division Chair, ou=VOCES, email=guin@wcjc.edu, c=US Date: 2018.11.01.20:12:29 -0500</small>				Leigh Ann Collins <small>Digitally signed by Leigh Ann Collins DN: cn=Leigh Ann Collins, ou=VOCES, ou=VPI, email=lacollins@wcjc.edu, c=US Date: 2018.11.02.12:09:14 -0500</small>
Approved by Cabinet Level Supervisor		Date		Reviewed by Human Resources
				 11-9-18
Budget Approval		Date		Approved by President
 11/9/18				 11-9-18