

LAWRENCE COUNTY  
PERSONNEL REQUEST FORM

EMPLOYEE NAME: Vanessa Adrain

EMPLOYEE CONTACT NUMBER: 605-580-0653

CHECK ONE:  New Hire  Step Raise  Classification Change

RESIDENT OF LAWRENCE COUNTY:  YES  NO

NEPOTISM WITHIN OFFICE:  YES  NO

EMPLOYEE MANUAL WAIVER NEEDED:  YES  NO

DEPARTMENT: Sheriff's Office

POSITION: Corrections 2

GRADE  1  2  3

BASE PAY \$ 20.86

EMPLOYEE CLASSIFICATION:

- Full-Time (40)
- Three-Quarter Time (30-39)
- Half-Time (20-29)
- Part-Time (under 20)

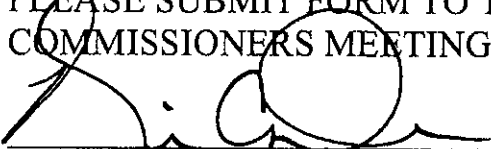
And

- Permanent
- Seasonal
- Temporary
- Reserve
- Fill-In

EMPLOYEE EFFECTIVE DATE OF HIRE / CHANGE: 07/18/2021

TRAINING HOURS:  YES  NO How Many? \_\_\_\_\_ Rate: \$ \_\_\_\_\_

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE PRIOR TO  
COMMISSIONERS MEETING.

  
\_\_\_\_\_  
Department Head Signature

07/29/21  
\_\_\_\_\_  
Date

LAWRENCE COUNTY  
PERSONNEL REQUEST FORM

EMPLOYEE NAME: Debra Corean

EMPLOYEE CONTACT NUMBER: 605-210-0775

CHECK ONE:  New Hire  Step Raise  Classification Change

RESIDENT OF LAWRENCE COUNTY:  YES  NO

NEPOTISM WITHIN OFFICE:  YES  NO

EMPLOYEE MANUAL WAIVER NEEDED:  YES  NO

DEPARTMENT: Sheriff's Office

POSITION: Corrections 1

GRADE  1  2  3

BASE PAY \$ 20.04

EMPLOYEE CLASSIFICATION:

- Full-Time (40)
- Three-Quarter Time (30-39)
- Half-Time (20-29)
- Part-Time (under 20)

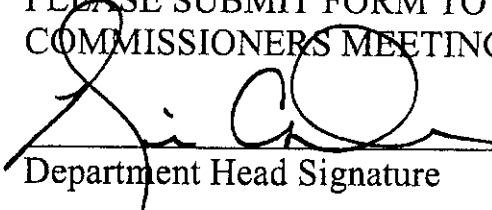
And

- Permanent
- Seasonal
- Temporary
- Reserve
- Fill-In

EMPLOYEE EFFECTIVE DATE OF HIRE / CHANGE: 07/18/2021

TRAINING HOURS:  YES  NO How Many? \_\_\_\_\_ Rate: \$ \_\_\_\_\_

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Department Head Signature

06/29/21  
Date

LAWRENCE COUNTY  
PERSONNEL REQUEST FORM

EMPLOYEE NAME: Lisa Smith

EMPLOYEE CONTACT NUMBER: 605-580-5640

CHECK ONE:  New Hire  Step Raise  Classification Change

RESIDENT OF LAWRENCE COUNTY:  YES  NO

NEPOTISM WITHIN OFFICE:  YES  NO

EMPLOYEE MANUAL WAIVER NEEDED:  YES  NO

DEPARTMENT: Sheriff's Office

POSITION: Corrections 1

GRADE  1  2  3

BASE PAY \$ 20.04

EMPLOYEE CLASSIFICATION:

- Full-Time (40)
- Three-Quarter Time (30-39)
- Half-Time (20-29)
- Part-Time (under 20)

And

- Permanent
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- Temporary
- Reserve
- Fill-In

EMPLOYEE EFFECTIVE DATE OF HIRE / CHANGE: 07/18/2021

TRAINING HOURS:  YES  NO How Many? \_\_\_\_\_ Rate: \$ \_\_\_\_\_

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\_\_\_\_\_  
Department Head Signature

06/29/21  
\_\_\_\_\_  
Date

LAWRENCE COUNTY  
PERSONNEL REQUEST FORM

EMPLOYEE NAME: Monica Lucio

EMPLOYEE CONTACT NUMBER: 605-641-9109

CHECK ONE:  New Hire  Step Raise  Classification Change

RESIDENT OF LAWRENCE COUNTY:  YES  NO

NEPOTISM WITHIN OFFICE:  YES  NO

EMPLOYEE MANUAL WAIVER NEEDED:  YES  NO

DEPARTMENT: Sheriff's Office

POSITION: Corrections 1

GRADE  1  2  3

BASE PAY \$ 20.04

EMPLOYEE CLASSIFICATION:

- Full-Time (40)
- Three-Quarter Time (30-39)
- Half-Time (20-29)
- Part-Time (under 20)

And

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- Reserve
- Fill-In

EMPLOYEE EFFECTIVE DATE OF HIRE / CHANGE: 07/18/2021

TRAINING HOURS:  YES  NO How Many? \_\_\_\_\_ Rate: \$ \_\_\_\_\_

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\_\_\_\_\_  
Department Head Signature

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