

**NUECES COUNTY  
TEMPORARY WORKER REQUEST WORKSHEET**

**NOTE: Approval in Commissioners Court and budget availability must be verified prior to employee working.**

**PART A: General Information**

X New or Renewal	Department No: 0180	Department Name: Coastal Parks
Fiscal Year Budget Amount (\$): \$40,000.00	Actual + Encumbered (\$): \$0.00	Available Balance (\$): \$35,956.66

Employee Name: James O. Barsch	Expected completion date of assignment: September 6, 2013	Effective Date: July 19, 2013	Expiration Date: September 6, 2013
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Position Title (comparable to a permanent position with similar duties):	Proposed Hourly Rate:	Hours per Week:	Number of Weeks (maximum of 13):	Total Salary Requested:
Parks/Beach Worker	\$9.68	10	8	\$774.40

Hourly Salary of Above Position Title at Step 1                      10.75                      X 90%                      = 9.68

Hourly Rate

Maximum Hourly Salary for Temporary Worker

Provide the following information for this position:  
Job Duties, Responsibilities and Skills:

Work Hours Per Week

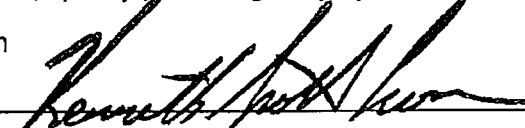
Summer help for maintenance in parks. Cleaning restrooms, picking up trash, mowing, weedeating, painting, shoveling sand, turtle patrol, etc.

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**PART B: Reason Temporary Worker is Requested (please check one):**

- Unforeseen increase in workload due to statutory or regulatory requirement.
- Replacing regular employee on leave (please provide name and job title of absent employee):  
Name \_\_\_\_\_ Job Title: \_\_\_\_\_
- Special Project – Estimated Duration September 6, 2013  
If project previously authorized, specify percentage of project completed to date: \_\_\_\_\_

**PART C: Department Authorization**

Elected Official/Department Head:  Date: 7/19/13

**PART D: Human Resources Recommendation:**

Base hourly salary within required range: Julie Gueud Date: 7/25/13

**PART E: Temporary Salary Budget Availability:**

Budgeted funds available in 5126: 7/26/13  Budget Transfer Required: \_\_\_\_\_

Date Temporary Position Was First Authorized:	Date Approved in Commissioners Court:
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