

PROPERTY APPRAISER
REHIRE ACTION FORM

SECTION A: CURRENT EMPLOYEE INFORMATION									
(Please complete all fields.)									
Employee ID		Last Name			First Name			MI	Effective Date
Employee Class			Business Unit Name			Business Unit Code		Company	
Step	Salary Plan	Grade	Job Code	Job Title				Position No.:	
SECTION B: CURRENT ABSENCE BALANCES									
Annual Leave Balance			Sick Leave Balance			Holiday Leave Balance			
Floating Holiday Balance			Birthday Holiday Balance			Sick Emergency Leave Balance			
Leave Anniversary Date		Pay Periods:			Longevity Date		Pay Periods:		
Years:					Years:				
SECTION C: REMARKS									
SECTION D: AUTHORIZATIONS									
(Proper authorizations must be obtained. Otherwise, the form will be returned to the originator.)									
Print Name				Signature				Date	