



HUMAN RESOURCES DEPARTMENT
FORT BEND COUNTY, TEXAS

Kent M. Edwards, PHR
Director of Human Resources

MEMORANDUM

TO: Gilbert Jalomo, Purchasing Agent

FROM: Lewis Entricht, SPHR *LE*
Senior Human Resources Generalist

CC: Pamela Gubbels, Director of Finance and Investments

DATE: January 27, 2017

SUBJECT: Job Evaluation Results

Human Resources has reviewed the Job Evaluation Questionnaires (JEQ) submitted for your department. Based on the information contained in the JEQ forms, the positions were classified as follows:

Current Job Title	Current Grade	Evaluated Grade	New Job Title	Policy Group
NEW POSITION	N/A	13	Special Projects Coordinator	Prof/Mgmt

Please note that although HR evaluates requests for new positions, the approval for these positions takes place through Commissioner's Court.

Should you have any questions, please contact me at 281/341-8619.

LE/bd