

Leb

HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA

DATE: September 6, 2022

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Sheriff	Civilian Jailer	CWA: \$23.33/hour	X	
County Treasurer	Clerk II	AFSCME Courthouse: \$18.22/hour	X	



Chairman, Board of Supervisors



Woodbury County Sheriff's Office

LAW ENFORCEMENT CENTER
P. O. BOX 3715 SIOUX CITY, IOWA 51102

Chad Sheehan, SHERIFF

PHONE: 712.279.6010
E-MAIL: csheehan@woodburycountylowa.gov
FAX: 712.279.6522

August 31, 2022

To the Woodbury County Board of Supervisors & Human Resources Department,

The Woodbury County Sheriff's Office respectfully requests discussion and action on the authorization to begin the hiring process for one (1) Correctional Officer position, effective September 7th, 2022. We request this be placed on the agenda for Tuesday September 6th, 2022, Woodbury County Board of Supervisors meeting. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Chad Sheehan", with a long horizontal line extending to the right.

Chad Sheehan, Sheriff

cc: file



TINA M. BERTRAND
Treasurer of Woodbury County
822 Douglas St Ste 102
Sioux City IA 51101
712-279-6492

August 29, 2022

Re: Hiring Authorization

Melissa:

Please except this letter as a written request for authorization to hire one new clerk II position. With the resignation of Danielle (Boeshart) Strohl effective August 25, 2022 we would like to start the hiring process for this position.

If you have any questions, please do not hesitate to contact me.

Thank you for your assistance in this matter.

Sincerely,

Tina Bertrand
Woodbury County Treasurer