

POSITION INTEREST FORM

(Submit completed form to Clerk of Court HR)

Notice: This form can only be used to request interest in positions that result in Lateral Changes (same market range and no change to base pay). Please notify your supervisor that you have submitted this form to HR.

Employee Name: _____ Date: _____

Employee Phone number: _____

Current Supervisor: _____ Division: _____

What is your current Job Title (i.e. Court Ops Rep, Court Ops Specialist)?

What Location/Division are you interested in going to?

Why are you interested in reassignment?

Please list any work experience that you feel may be applicable to this position.

When submitting this Position Interest Form, please attach a copy of your **Resume**. Your resume will be given the hiring supervisor for a better overview of your work experience.

Please note that the submittal of this form does not automatically guarantee your lateral move or change in position.