

MACOMB COUNTY HUMAN RESOURCES POLICY

NEW POSITIONS AND CLASSIFICATION CHANGES

Any request to create a new position, classification, change the classification of an existing position or request a salary adjustment must be submitted in writing with the reasons for such a request to the Director of Human Resources and Labor Relations. Human Resources and Labor Relations will review the request and formulate a recommendation. Where necessary, HRLR will include the Finance Department in the consideration of the request.

If the request is approved by the Finance Director and the Human Resources and Labor Relations Director, the change will be made within position control. However, the final determination regarding any requested change is within the sole authority of the Office of County Executive who may override any decision made by Finance or Human Resources and Labor Relations.

Approved:



Office of County Executive

3-30-22

Date

Approved: July 8, 2014

Revised: March 28, 2022