



**REQUEST TYPE: NEW FULL-TIME POSITION**

**Department #**

**Department Name**

Central Services Director

**Requested Position Title**

**Priority #**

**ADDITIONAL PERSONNEL COST CALCULATION**

<i>New Position</i>		<b>Account</b>
\$135,386.00	Salary Requested (use midpoint of paygrade)	511100
10,358.00	Taxes	512200
18,954.00	Retirement	512400
32,508.00	Health	512100
48.00	Dental	512103
351.00	Life	512102
98.00	AD&D	512102
524.00	Short Term Disability	512100
<b>\$198,227.00</b>	<b>Total Additional Personnel Costs</b>	

**JUSTIFICATION (please provide a short explanation of your request on the lines below):**

Please note taxes, retirement, and benefits are all estimates based on maximum potential cost. Should Employee desire to use personal cell phone for business purposes, there will be a \$50 reimbursement per month.

**PERSONNEL EQUIPMENT REQUEST (list all equipment required and estimated cost)**

**\*\*Do not add these estimated costs to your department's operating budget. It is calculated separately by OMB.**

EQUIPMENT DESCRIPTION (uniform, gun, fire safety suit, vehicle, computer, cell phone etc.)	ESTIMATED COST
	\$ -
	\$ -
	\$ -