

**2021-22 NEW RESOURCE ALLOCATION REQUESTS - PHASE 13**

(For requests that have been approved for funding, please provide documentation to support amount requested, such as price quotes from vendor, copy of catalog, etc.)

**TEAM: | Human Resources**

To Be Completed By Departments									Required if Budget Approved By President's Cabinet				
Priority Number	Division	Department-Org/Department's Contact Staff	Description	Justification of Need	One-time	Ongoing	Total Requested	PIE Page (s)	Account Number				
									Fund	Org	Acct	Prog	Actv
	Human Resources	Sokha Song	Executive Assistant I	Human Resources needs a confidential administrative position to support the Executive Assistant II and the VPHR. The current Administrative Specialist IV is limited in their ability to support all the labor relations and employee relations administrative work. The hiring of the Executive Assistant I will eliminate the Administrative IV position. This positive will be funded by the Administrative Specialist IV budget with additional funds from this NRA request.		27,666	27,666		11000	200000	213000	673000	2100
<b>\$ - \$ - \$ -</b>									<b>Total</b>				