

**MEMORANDUM**

TO: Randy Ruaro, Acting Chief of Staff, Office of the Governor

THRU:

FROM:

DATE:

SUBJECT: Recruitment Request for

I am requesting approval to recruit:

For the Department of

Requested Post Date:

Section and Location:

Salary Range:

Total Cost Range:

Funding Source(s):

PCN:

Date PCN Last Filled:

Explanation (See Chief of Staff Memo dated 3/9/2020):

Commissioner Approval: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*FOR OOG/OMB USE ONLY\*\*\*\*\*

Office of Management and Budget Review:

Approved  Denied - Explanation \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Governor's Office Approval:

Approved  Denied

Signature: \_\_\_\_\_ Date: \_\_\_\_\_