

Recorder of Deeds Quarterly Report
July 1, 2019 -September 30, 2019
Employment Actions

New Hires					
Division	Titles	Date of Hire	Posted (Y/N)	Emergency Hire (Y/N)	Other (Y/N)
Human Resources	Chief of Human Resources	9/3/2019	N	N	Y
Subtotal					1
Promotions					
Division	Titles	Promotion Date			
Declaration Review and Verification	Plat Supervisor	7/29/2019	Y		
Subtotal					1
Resignations/Terminations					
Division	Titles	Resignation Date	Terminations	Retirement	
Data Base Management	Real Estate Indexer I	7/15/2019			
Human Resources	Chief of Human Resources	7/24/2019			
Markham Satellite Office	Satellite Cashier - ROD			7/31/2019	
Cashier Front Line Mail	Cashier II Recorder		8/1/2019		
Mail Review	Mail Recording and Processing Supervisor	9/3/2019			
Subtotal					5
Transfers					
Division	Titles	Transfer Date			
Information Retrieval	Administrative Assistant II	6/17/2019			
Subtotal					1
Total Employment Actions					8