



Tompkins County
PERSONNEL DEPARTMENT

125 East Court Street
Ithaca, New York 14850-4284
(607) 274-5526
<http://www.tompkins-co.org>

REQUEST FOR ADDITIONAL POSITIONS

IN ESTABLISHED TITLES

Organizations may have an unlimited number of competitive positions. The number of positions in other classifications is limited in accordance with the county's civil service rules, as specified in the appendices of the rules. Use this form instead of sending minutes from Board meetings.

Title of Position: _____ Number: _____

Title of Position: _____ Number: _____

Title of Position: _____ Number: _____

Title of Position: _____ Number: _____

Location (Dept., Municipality, School): _____

Action approved by my Board on (date): _____

Authorized Signature: _____ Date: _____

Name: _____

Certificate of the Civil Service Commissioner of Personnel

In accordance with the provisions of Section 22 of New York State Civil Service Law, the Tompkins County Commissioner of Personnel hereby approves creation of the above listed titles, with exceptions as noted.

Signature of Commissioner: _____

Date: _____