



CLEVELAND COUNTY

Offices of the
BOARD OF COMMISSIONERS
COUNTY MANAGER
COUNTY ATTORNEY
COUNTY CLERK



Friday, March 15, 2018

Jason Falls
150 Mike Ledford Road
Kings Mountain, NC 28086

REFERENCE: Conditional Letter of Offer

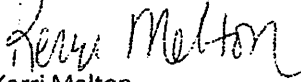
Dear Jason:

Please allow this letter to serve as a formal letter of offer for the position of LeGrand Center Director, conditioned on you successfully passing a pre-employment drug screen and a criminal records check. This offer includes the following terms:

- The position is a grade 19 and you are being offered a bimonthly salary of \$2910.00. All accompanying benefits are outlined in the Human Resource Policies and will be provided to you for review. These benefits are consistent with all full-time status employees covered under the County's Personnel Ordinance, to include cost of living adjustments, which are typically awarded on July 1st with the annual budget adoption.
- Your employment will be effective April 1, 2018 and you will report to work on Monday, April 2, 2018. You will receive your first paycheck on April 15.
- Your regular work hours are 8:00am – 5:00pm, Monday through Friday. You are expected to work the hours necessary, including some evening events, to successfully complete the duties of your position.
- This position is classified as exempt from overtime. All hours worked over 40 per week will be handled consistent with County Personnel Policy for exempt personnel.
- You will be classified for a period of at least 24 months as a probationary employee. This status may be extended up to an additional 90 days if necessary, and is consistent with County Personnel Ordinance. A copy of this policy will be provided to you during new employee orientation.
- All department heads are reviewed annually at the conclusion of the annual budget process, during the July-August timeframe. Due to the timing of your start date, your first annual review will occur in July-August 2019.

I am truly excited to offer you this position and I look forward to you joining the Cleveland County Government team. I am confident that you will fit in well and that with your effort and commitment, the organization is poised for continued success and growth in the immediate future.

Sincerely,



Kerri Melton

Assistant County Manager

I understand and accept the terms of this offer as outlined.



Jason Falls

3/21/2018

Date