

Cook, Darlene

From: Cook, Darlene
Sent: Wednesday, April 30, 2025 1:45 PM
To: Fiure, Michael; Collins, Tristin; Greitz, Robert; Burke, Patricia; Tarrant, Julie; Wall, Jacqueline
Cc: Valenti, Joseph; Archibald, Michael
Subject: New Lieutenant's Position
Attachments: Sgt. John DeMarco to Lieutenant PA.pdf
Importance: High

Good afternoon,

As a result of today's meeting with Commissioner Kelly and the granting of a new Lieutenant's position, attached please find a Personnel Action form requesting the promotion of Sgt. John DeMarco to County Correctional Police Lieutenant effective Thursday, May 8, 2025.

Please let me know if there is anything else you need.

Respectfully,

Darlene Holman-Cook
Administrative Clerk
Office of the Warden
Ocean County Department of Corrections
P.O. Box 2191
Toms River, NJ 08754
P| 732-929-2137
F| 732-506-5027
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CURRENT EMPLOYEE
PERSONNEL ACTION REQUEST FORM

DATE: 04/23/2025

TO: EMPLOYEE RELATIONS

FROM: Corrections

Dept. Name

200

Agency #

4802

Organization #

DeMARCO, John Jr.

Employee Name

County Corr. Police Sergeant

Title

\$134,870.00

Salary

[REDACTED]

Social Security Number

8

Hours per day

5

Days per week

Position Number

Work week if other than Monday thru Friday

5/8/2025
Requested Effective Date of Change

PLEASE COMPLETE ALL SECTIONS THAT APPLY

☒ Promotion County Correctional Police Lieutenant

Requested Title

☒ Salary Change \$ 134,870.00 to \$ 147,939.00

☐ Transfer to

Dept. Name

Agency #

Organization #

☐ Title Change

Requested Title (No monetary remuneration)

☐ Hours change from

to

per week

per week

Status Change:

☐ Provisional Pending Exam

☒ Pending Exam to Permanent
from Certification

☐ Other Specify

☐ Temporary/Seasonal/Interim to Provisional Pending Examination

☐ Temporary/Seasonal/Interim to Permanent

☐ Part-Time to Full Time

REASON FOR REQUEST

☐ Replacement for

Employee Name

Position Number

Title

Salary/hrly wage

Date of Termination/LOA

☒ Additional position approved in 2025
year budget

Position Number

Date of union posting Union Affiliation

A COPY OF THE UNION POSTING IS REQUIRED TO BE ATTACHED.

ADDITIONAL COMMENTS:

Joseph V. [Signature] #67
Signature of Department Head

If proper title for position requested is unknown please supply this office (attached to this form) a description of the duties to be performed.
"ONE FORM REQUIRED FOR EACH VACANCY"