



INTER OFFICE MEMO

TO: ALL EMPLOYEES

AT:

DATE 7-11-84

FROM: GEORGE CASSADY

George

AT: VICE PRESIDENT, HUMAN RESOURCES

SUBJECT: HUMAN RESOURCES DIVISION - PERSONNEL APPOINTMENTS

I am pleased to announce the following Human Resources Division promotions and organization changes:

Al Washington has joined our Personnel Department as Interim Director, effective June 27, 1984. Al has served our division as Manager, Organization Improvements for the past year within the Training and Development Department.

Marilyn Hontz has joined the Training and Development Department to oversee the development and implementation of Special Projects not only with Training and Development, but for the division as a whole. Marilyn has served our division as Director of Compensation and Benefits for the past two years. Marilyn's appointment is effective June 27, 1984.

Mike Estes has joined our Compensation and Benefits Department as Interim Director, effective June 27, 1984. Mike has served our division for the past year, as Manager of Employment with the Personnel Department.

Jeanie Gilreath has been appointed Manager, Organizational Improvement, effective July 10, 1984. Jeanie has served in our division as Training Specialist and during the past year as MD/OD Specialist within the Training and Development unit.

Jeannette Bajalia has been appointed Manager of Employment effective July 11, 1984. Jeannette has served the division for the past seven months as a Corporate Recruiter.

These changes are part of our continuing effort to enhance the division's effectiveness in anticipating and responding to the needs of our corporation. As our company proceeds to increase its organizational effectiveness we, in turn, may implement further changes in support of corporate business efforts.

Please join me in congratulating Al, Marilyn, Mike, Jeanie and Jeannette and continue your full support and cooperation as they assume these new responsibilities.

GC:sh