



COUNTY ADMINISTRATOR
Harold Young

COUNCIL MEMBERS
Johnnie Wright Sr., CHM
Harry F. Wimberly, VICE CHM
Janie Cooper-Smith
Deloris Frazier
Heyward H. Livingston
Willie B. Owens
Johnny Ravenell

ORANGEBURG COUNTY WORKING HARD FOR YOU

Human Resources Department
803-533-6152

2021 New Employee Hiring/Personnel Action Schedule

PA Form Effective Date of Change Employment Start/ New Employee Orientation Date	DEADLINE TO SUBMIT PERSONNEL ACTION FORM TO THE OFFICE OF HUMAN RESOURCES
Monday, January 4, 2021	Monday, December 14, 2020
Monday, February 1, 2021	Monday, January 11, 2021
Monday, March 1, 2021	Monday, February 8, 2021
Monday, March 15, 2021	Monday, February 22, 2021
Monday, March 29, 2021	Monday, March 8, 2021
Monday, April 12, 2021	Monday, March 22, 2021
Monday, April 26, 2021	Monday, April 5, 2021
Monday, May 10, 2021	Monday, April 26, 2021
Monday, May 24, 2021	Monday, May 10, 2021
Monday, June 7, 2021	Monday, May 24, 2021
Monday, June 21, 2021	Monday, June 7, 2021
Monday, July 19, 2021	Tuesday, July 6, 2021
Monday, August 2, 2021	Monday, July 19, 2021
Monday, August 16, 2021	Monday, August 2, 2021
Monday, August 30, 2021	Monday, August 16, 2021
Monday, September 13, 2021	Monday, August 30, 2021
Monday, September 27, 2021	Tuesday, September 7, 2021
Monday, October 11, 2021	Monday, September 27, 2021
Monday, October 25, 2021	Monday, October 11, 2021
Monday, November 8, 2021	Monday, October 25, 2021
Monday, December 6, 2021	Monday, November 22, 2021

Please be careful to have your Personnel Action Forms completed in its entirety and submitted to the Office of Human Resources prior to the deadline for the effective date of the change you are requesting.

Please be advised, the months of January, February, July, November, and December only have one (1) New Employee Orientation