



### Legislation Details (With Text)

**File #:** 40187      **Version:** 1      **Name:** Recreation of a 1.0 FTE Administrative Assistant (#3586, CG17, R14) to a 1.0 FTE Accounting Technician 3 (CG20, R16) in the Community Development Division budget, to be posted and filled through an internal competitive process.

**Type:** Resolution      **Status:** Passed

**File created:** 9/24/2015      **In control:** BOARD OF ESTIMATES (ended 4/2017)

**On agenda:** 10/20/2015      **Final action:** 10/20/2015

**Enactment date:** 10/23/2015      **Enactment #:** RES-15-00821

**Title:** Recreation of a 1.0 FTE Administrative Assistant (#3586, CG17, R14) to a 1.0 FTE Accounting Technician 3 (CG20, R16) in the Community Development Division budget, to be posted and filled through an internal competitive process.

**Sponsors:** Paul R. Soglin

**Indexes:**

**Code sections:**

**Attachments:** 1. PB Memo Admin Asst Comm Dev 9-2015.pdf, 2. 20150922151842508PosDesc.pdf, 3. CDD 4-6-15.pdf

Date	Ver.	Action By	Action	Result
10/20/2015	1	COMMON COUNCIL	Adopt	Pass
10/12/2015	1	BOARD OF ESTIMATES (ended 4/2017)	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass
10/7/2015	1	PERSONNEL BOARD	Return to Lead with the Recommendation for Approval	Pass
10/6/2015	1	BOARD OF ESTIMATES (ended 4/2017)	Referred	
10/6/2015	1	COMMON COUNCIL	Refer	Pass
9/24/2015	1	Human Resources Department	Referred for Introduction	

#### Fiscal Note

The annualized cost of the proposed reclassification is \$3,910 (including benefits). The impact on the 2015 budget is approximately \$814.

#### Title

Recreation of a 1.0 FTE Administrative Assistant (#3586, CG17, R14) to a 1.0 FTE Accounting Technician 3 (CG20, R16) in the Community Development Division budget, to be posted and filled through an internal competitive process.

#### Body

Resolution that the position of Administrative Assistant (#3586) in Compensation Group 17, Range 14 currently occupied by R. Garrison in the permanent salary detail of the Community Development Division budget is repealed and recreated as a Accounting Technician 3 in Compensation Group 20, Range 16, to be posted and filled through an internal competitive process, thereof.