



Legislation Details (With Text)

File #: 15756 **Version:** 1 **Name:** Reclassifying the existing position of Program Assistant 2 (#868) in HR as an Administrative Assistant, and reallocating the incumbent to the new classification and pay range.

Type: Resolution **Status:** Passed

File created: 8/21/2009 **In control:** BOARD OF ESTIMATES (ended 4/2017)

On agenda: 10/6/2009 **Final action:** 10/6/2009

Enactment date: 10/8/2009 **Enactment #:** RES-09-00828

Title: Reclassifying the existing position of Program Assistant 2 (#868) in HR as an Administrative Assistant, and reallocating the incumbent to the new classification and pay range.

Sponsors: David J. Cieslewicz

Indexes:

Code sections:

Attachments: 1. PD Pilsnerpsdesc.pdf, 2. ProgAssist2memo.pdf

Date	Ver.	Action By	Action	Result
10/6/2009	1	COMMON COUNCIL	Adopt	Pass
9/21/2009	1	BOARD OF ESTIMATES (ended 4/2017)	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass
9/2/2009	1	BOARD OF ESTIMATES (ended 4/2017)	Refer	
9/2/2009	1	PERSONNEL BOARD	Return to Lead with the Recommendation for Approval	Pass
9/1/2009	1	COMMON COUNCIL	Referred	
8/21/2009	1	Human Resources Department	Referred for Introduction	

Fiscal Note

The cost for the remainder of 2009 is approximately \$335 (or \$464 including benefits) as is available in the Human Resources budget. The projected annualized cost is \$2,617 (or \$3,619 including benefits).

Title

Reclassifying the existing position of Program Assistant 2 (#868) in HR as an Administrative Assistant, and reallocating the incumbent to the new classification and pay range.

Body

Resolution that position #868 of "Program Assistant 2" in Compensation Group 17, Range 12, in the permanent salary detail of the Human Resources Department budget is deleted and recreated as an "Administrative Assistant" in Compensation Group 17, Range 14 thereof. Be it further resolved that the incumbent (D. Pilsner) be reallocated to the new position.

Editor's Note:

	2009 Annual Minimum (Step 1)	2009 Annual Maximum (Step 5)	2009 Annual Maximum +12% Longevity
Compensation Group/Range			
17/12	\$40,417	\$45,741	\$51,220
17/14	\$43,188	\$48,358	\$54,158

