



Legislation Details (With Text)

File #:	18589	Version:	1	Name:	Administrative Support Clerk 1 and Administrative Support Clerk 2, Comptroller
Type:	Resolution	Status:	Passed		
File created:	5/21/2010	In control:	BOARD OF ESTIMATES (ended 4/2017)		
On agenda:	6/15/2010	Final action:	6/15/2010		
Enactment date:	6/16/2010	Enactment #:	RES-10-00543		
Title:	Creating the new classification of Administrative Support Clerk 1 in Compensation Group 20, Range 06 and Administrative Support Clerk 2 in Compensation Group 20, Range 09 and reallocating the incumbents to the new classes and ranges.				
Sponsors:	David J. Cieslewicz				
Indexes:					
Code sections:					
Attachments:	1. AdminClerk1and2.pdf, 2. AdminSupMemo.pdf				

Date	Ver.	Action By	Action	Result
6/15/2010	1	COMMON COUNCIL	Adopt	Pass
6/7/2010	1	BOARD OF ESTIMATES (ended 4/2017)	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass
6/2/2010	1	BOARD OF ESTIMATES (ended 4/2017)	Refer	
6/2/2010	1	PERSONNEL BOARD	Return to Lead with the Recommendation for Approval	Pass
6/1/2010	1	COMMON COUNCIL		
5/21/2010	1	Human Resources Department	Referred for Introduction	

Fiscal Note

The projected cost for the remainder of 2010 is approximately \$1,850 (or \$2,605 including fringe benefits). This classification study was anticipated in the 2010 Operating Budget. The projected annualized cost is \$9,560 (or \$13,470 including fringe benefits).

Title

Creating the new classification of Administrative Support Clerk 1 in Compensation Group 20, Range 06 and Administrative Support Clerk 2 in Compensation Group 20, Range 09 and reallocating the incumbents to the new classes and ranges.

Body

Resolution creating the classifications of Administrative Support Clerk 1 in Compensation Group 20, Range 06, and Administrative Support Clerk 2 in Compensation Group 20, Range 9.

Be it further resolved that the Clerk Typist positions (#788, #3681,) in Compensation Group 20, Range 06, occupied by C. LeMay and J. Wild, in the permanent salary detail of the Comptroller's Office budget, are repealed and recreated as Administrative Support Clerk 1 in Compensation Group 20, Range 06, and the incumbents are reallocated to the new positions.

Be it further resolved that the positions of Clerk Typist 2 (#3682) occupied M. Quieto in Compensation Group

20, Range 06 and Central Support Clerk (#766) occupied by W. Barton in Compensation Group 20, Range 07, in the permanent salary detail of the Comptroller's Office budget, are repealed and recreated as Administrative Support Clerk 2, and that the incumbents are reallocated to the new positions, thereof.