



Legislation Details (With Text)

File #:	51584	Version:	1	Name:	Recreating vacant position #868 from a 1.0 FTE Administrative Assistant (CG 17, Range 14) to a 1.0 FTE Human Resources Analyst 2 (CG18, Range 8) in the HR budget.
Type:	Resolution	Status:			Passed
File created:	5/8/2018	In control:			FINANCE COMMITTEE
On agenda:	6/5/2018	Final action:			6/5/2018
Enactment date:	6/11/2018	Enactment #:			RES-18-00434
Title:	Recreating vacant position #868 from a 1.0 FTE Administrative Assistant (CG 17, Range 14) to a 1.0 FTE Human Resources Analyst 2 (CG18, Range 8) in the HR budget.				
Sponsors:	Paul R. Soglin				
Indexes:					
Code sections:					
Attachments:	1. Finance Memo HRA2 5-2018.pdf, 2. PD HR Analyst 2 Data 5-2018.pdf				

Date	Ver.	Action By	Action	Result
6/5/2018	1	COMMON COUNCIL	Adopt	
5/21/2018	1	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass
5/15/2018	1	COMMON COUNCIL	Refer	Pass
5/8/2018	1	Human Resources Department	Referred for Introduction	

Fiscal Note

The proposed resolution recreates position #868 from an Administrative Assistant to a Human Resources Analyst 2 in the Human Resources Department. This position will move from Compensation Group 17, Range 14 to Compensation Group 18, Range 8. The annualized cost of recreating the position is approximately \$12,343, including benefits. The first quarter projection for Human Resources anticipates a surplus of \$139,000, largely driven by three to four vacancies in the first half of 2018.

Title

Recreating vacant position #868 from a 1.0 FTE Administrative Assistant (CG 17, Range 14) to a 1.0 FTE Human Resources Analyst 2 (CG18, Range 8) in the HR budget.

Body

Resolution that the vacant 1.0 FTE position #868 of Administrative Assistant, in CG17, R14 is deleted and recreated as a 1.0 FTE HR Analyst 2 (CG18, R08) in the permanent salary detail of the HR budget, thereof.