



Legislation Details (With Text)

File #: 56822 **Version:** 1 **Name:** Recreate vacant position #4556 from a limited term Clerk Typist 2 to a permanent Administrative Clerk 1 in the Finance Department operating budget.

Type: Resolution **Status:** Passed

File created: 7/26/2019 **In control:** Human Resources Department

On agenda: 9/3/2019 **Final action:** 9/3/2019

Enactment date: 9/6/2019 **Enactment #:** RES-19-00622

Title: Recreate vacant position #4556 from a limited term Clerk Typist 2 to a permanent Administrative Clerk 1 in the Finance Department operating budget.

Sponsors: Satya V. Rhodes-Conway

Indexes:

Code sections:

Attachments: 1. Finance Memo Admin Clerk 7-2019.pdf

| Date | Ver. | Action By | Action | Result |
|-----------|------|----------------------------|--|--------|
| 9/3/2019 | 1 | COMMON COUNCIL | Adopt | Pass |
| 8/12/2019 | 1 | FINANCE COMMITTEE | RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER | Pass |
| 8/6/2019 | 1 | COMMON COUNCIL | Referred | |
| 7/26/2019 | 1 | Human Resources Department | Referred for Introduction | |

This resolution will recreate vacant position #4556 from a limited term Clerk Typist 2 (CG20, R06) in the Treasurer's Operating Budget to a permanent 1.0 FTE Administrative Clerk 1 (CG20, R09) in the Finance Department's Operating Budget. The annualized cost of the proposed recreation of this position is \$4,486. The impact on the 2019 budget is approximately \$1,870. Costs associated with the reclassification will be absorbed within the Finance Department's 2019 budget.

Recreate vacant position #4556 from a limited term Clerk Typist 2 to a permanent Administrative Clerk 1 in the Finance Department operating budget.

Resolution that position #4556, currently identified as a limited term Clerk Typist 2 (CG20, R06), is deleted and recreated as a permanent Administrative Clerk 1 (CG20, R09) in the Finance Department budget, thereof.