



Legislation Text

File #: 52178, **Version:** 1

Fiscal Note

The proposed resolution reclassifies position #610 from a Word Processing Operator 2 (CG20, R08) to an Administrative Clerk 1 (CG20, R09) within DPCED Office of the Director and reallocates the incumbent to the reclassified position. The annualized cost of the proposed reclassification is approximately \$1,467, including benefits. The Office of the Director has an overall projected budget surplus of approximately \$24,000 for 2018.

Title

Delete the classifications of Word Processing Operator 1 in CG20, R06 and Word Processing Operator 2 in CG20, R08. Recreate a Word Processing Operator 2 (CG20, R08, pos. #610) to an Administrative Clerk 1 (CG20, R09) and reallocate the incumbent to the new position in the DPCED Office of the Director budget.

Body

Resolution deleting the classifications of Word Processing Operator 1 in CG20, R06, and Word Processing Operator 2 in CG20, R08. Be it further resolved that the 1.0 FTE position #610 of Word Processing Operator 2 is deleted and recreated as a 1.0 FTE Administrative Clerk 1 in the permanent salary detail of the DPCED Office of the Director budget, and the incumbent, J. Cleveland, is reallocated to the new position, thereof.