Legislation Details (With Text)

File #:	18-0640R	**Name:**	
Type:	Resolution	**Status:**	Passed
File created:	8/30/2018	**In control:**	Personnel
On agenda:	9/10/2018	**Final action:**	9/10/2018
Enactment date:		**Enactment #:**	

Title: RESOLUTION APPROVING PROPOSED AMENDMENTS TO THE SPECIFICATIONS FOR THE EXISTING CIVIL SERVICE CLASSIFICATION OF ADMINISTRATIVE INFORMATION SPECIALIST.

Sponsors:

Indexes:

Code sections:

Attachments: 1. Exhibit A, 2. Administrative Information Specialist (strikeout)

Date	Ver.	Action By	Action	Result
9/10/2018	1	City Council	adopted	Pass

RESOLUTION APPROVING PROPOSED AMENDMENTS TO THE SPECIFICATIONS FOR THE EXISTING CIVIL SERVICE CLASSIFICATION OF ADMINISTRATIVE INFORMATION SPECIALIST.

CITY PROPOSAL:
RESOLVED, that the proposed amendments to the specifications for the existing civil service classification of administrative information specialist (attached as Exhibit A), which were approved by the civil service board on September 4, 2018, are approved. This classification shall remain subject to the city's collective bargaining agreement with its basic unit employees and compensated at Pay Range 129, $3,839 to $4,505 per month.

STATEMENT OF PURPOSE: The existing classification of administrative information specialist was revised to remove old language and decrease the typing requirements to broaden our applicant pools. There is no change in the rate of pay, which remains Pay Range 129, $3,839 to $4,505 per month.