

P.I.
12-19-16

16-1166

RESOLUTION

**PART-TIME ADMINISTRATIVE SUPPORT SPECIALIST
DEPARTMENT OF PUBLIC INFRASTRUCTURE-ENGINEERING DIVISION**

WHEREAS, the Director of Public Infrastructure has submitted a request to hire a replacement part-time Administrative Support Specialist due to a vacancy; and

WHEREAS, the Public Infrastructure Committee approved the filling of this position at its meeting held on December 12, 2016; and

WHEREAS, the Common Council has enacted a resolution requiring 2/3 approval of the Common Council prior to filling a vacancy.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Manitowoc to approve the hiring of a replacement part-time Administrative Support Specialist in the Department of Public Infrastructure – Engineering Division, at Grade F, all according to the Compensation Plan, Employee Policy Manual and the adopted Mayor’s 2017 Executive Budget.

DEC 19 2016

Introduced _____

Adopted _____

Approved _____

Justin M. Nickels, Mayor

This Resolution was drafted by Kathleen M. McDaniel, City Attorney

Fiscal Impact: Budget neutral
Funding Source: n/a
Finance Director Approval: /sc
Approved as to form: /emm