PI
1-21-19

19-0074

RESOLUTION

ADMINISTRATIVE SUPPORT SPECIALIST- ENGINEERING DEPT.

WHEREAS, Department of Infrastructure Director Dan Koski has submitted a request to backfill a part-time Administrative Support Specialist position in the Engineering Department due to a resignation; and,

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

NOW THEREFORE BE IT RESOLVED, by Mayor Justin M. Nickels and the Common Council of the City of Manitowoc to approve backfilling a part-time Administrative Support Specialist in the Engineering Department, at a Grade F, all according to the Compensation Plan and Employee Policy Manual, and to backfill any budgeted vacancies created as a result of this hiring.

INTRODUCED JAN 21 2019 ADOPTED_____

_____ APPROVED_____
Justin M. Nickels, Mayor

Fiscal Impact:	Budget Neutral or Savings
Funding Source:	1100-31000-511100
Finance Director Approval:	/sc
Approved as to form:	/kmm

This resolution was drafted by Elizabeth Majerus, Assistant City Attorney

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