

Personnel  
4-21-14

14-813

**RESOLUTION**

**WHEREAS**, as a result of the City's reorganization in 2011, essential job duties and responsibilities have changed within each department; and

**WHEREAS**, it is a best practice to ensure all job descriptions are current and up-to-date to accurately reflect essential job duties and responsibilities within each department; and

**WHEREAS**, the Personnel Committee recommended acceptance of the attached revised job descriptions within the Department of Public Infrastructure – Operations Division (Cemetery Worker I, Cemetery Worker II, Administrative Assistant, Operations Assistant, Skilled Laborer, Fleet Mechanic, Operations Team Leader, Forester/Arborist, Parks Worker II, Zoo Curator of Animals and Zoo Curator of Education – Special Events) at a meeting held on Monday, April 14, 2014.

**NOW THEREFORE, BE IT RESOLVED BY** Mayor Justin M. Nickels and the Common Council of the City of Manitowoc to approve the attached revised job descriptions within the Department of Public Infrastructure – Operations Division (Cemetery Worker I, Cemetery Worker II, Administrative Assistant, Operations Assistant, Skilled Laborer, Fleet Mechanic, Operations Team Leader, Forester/Arborist, Parks Worker II, Zoo Curator of Animals and Zoo Curator of Education – Special Events).

Introduced APR 21 2014 \_\_\_\_\_

Adopted \_\_\_\_\_

Approved \_\_\_\_\_

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Justin M. Nickels, Mayor

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