



# CITY OF MANITOWOC

WISCONSIN, USA  
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**DATE:** June 1, 2020  
**TO:** Personnel Committee  
**FROM:** Jessie Lillibridge, HR Director  
**RE:** Part-Time Zoo Maintenance and Education Job Description Approval

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At a previous meeting, the Committee directed a new job description, for a part-time position at the Zoo, be drafted and priced. This position was created to assist with coverage of the zoo operations.

The job description is attached and has been priced by Carlson Dettmann, with the recommendation to place at Grade G of our Compensation Plan. The recommendation is to approve the job description and the recruitment process to fill this position.

Thank you.