

POSITION ADJUSTMENT REQUEST

NO. 21233
DATE 1/25/13

Department No./

Budget Unit No. 0150 Org No. 1505 Agency No. 03Department CAO-Risk Management

Action Requested: Add one (1) Safety Services Specialist - Level B (AJWH) in the Risk Management Department

Proposed Effective Date: _____

Classification Questionnaire attached: Yes ☐ No ☒ / Cost is within Department's budget: Yes ☒ No ☐Total One-Time Costs (non-salary) associated with request: \$0.00

Estimated total cost adjustment (salary / benefits / one time):

Total annual cost \$91,629.00Net County Cost \$0.00Total this FY \$38,179.0N.C.C. this FY \$0.00SOURCE OF FUNDING TO OFFSET ADJUSTMENT 100% Self Insurance Trust Funds & reduced contract costs

Department must initiate necessary adjustment and submit to CAO.

Use additional sheet for further explanations or comments.

(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

Deputy County Administrator_____
Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS

DATE _____

Add one (1) permanent 40/40 Safety Services Specialist -Level B (AJWH) represented at salary level ZA2 1526 (\$4850.55-\$5909.92) in the Risk Management Department.

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: ☒ Day following Board Action.☐ _____(Date)

Marta Goc

1/28/2013

(for) Director of Human Resources_____
Date

COUNTY ADMINISTRATOR RECOMMENDATION:

- ☒ Approve Recommendation of Director of Human Resources
☐ Disapprove Recommendation of Director of Human Resources
☐ Other: _____

DATE

2/12/13_____
(for) County Administrator

BOARD OF SUPERVISORS ACTION:

Adjustment is APPROVED ☒ ~~DISAPPROVED~~ ☐David J. Twa, Clerk of the Board of Supervisors
and County AdministratorDATE February 12, 2013

BY

Carrie Del Bonta

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION

Adjust class(es) / position(s) as follows: