

2015 RES-493

RECLASSIFYING ACCOUNT CLERK II POSITION
IN THE CONTROLLER'S OFFICE

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A long-term employee recently retired in the Controller's Office. The budgeted position is a 0.75 FTE Account Clerk II. After analyzing and updating the responsibilities for this position, it appears that a more appropriate allocation of the position would be to reclassify the position to a 1.0 FTE Account Clerk I. The additional FTE will allow for greater support across the accounting and purchasing areas in the Controller's Office.

THEREFORE BE IT RESOLVED THAT position 2828 be reclassified from a 0.75 FTE Account Clerk II to a 1.0 FTE Account Clerk I position.