

RESOLUTION NO. 84-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY
RIDGECREST, CALIFORNIA, ADOPTING A POSITION
CLASSIFICATION PLAN FOR FULL TIME POSITIONS
WITHIN THE CITY OF RIDGECREST

WHEREAS, the City Council of the City of Ridgecrest desires to provide a position classification plan for employees of the City that will provide a defensible and understandable rationale for assigning individuals to positions and an accurate description of the nature of various jobs that are performed and to establish appropriate relationship between positions; and

WHEREAS, the City Council retained the services of Ralph Anderson and Associates to do a comprehensive classification study for all full time positions in the City; and

WHEREAS, Ralph Anderson and Associates has completed that study and has submitted a recommended classification plan titled "Classification Manual for the City of Ridgecrest";

NOW, THEREFORE, BE IT RESOLVED, by the Ridgecrest City Council that the classification plan titled "Classification Manual for the City of Ridgecrest" dated November 1983 is hereby adopted with the following modifications and conditions:

1. Positions.

- a. Add titles and position description of Limited Duty Officer to the Public Safety group.
- b. Add to example of duties for Public Works Crew Leader; direct supervisory responsibility over work crew, trains new employees.
- c. Add to example of duties for Equipment Operator; operates Paint Striping Machine, Street Sign Machine and Asphalt Paving Machine.

2. Allocations.

Further study and analysis be performed to consider classifying the position of Secretary in the Public Works Department as Administrative Aide and to consider classifying the position of Administrative Clerk in the Building Inspection Division as Secretary.

3. Provide for the continuing studies of each position within the City in an effort to update this study and to correct any deficiencies in response to individual employee's concerns.

APPROVED AND ADOPTED this 6th day of February, 1984, by the following vote:

AYES: Mayor Cheshire, Councilmember Bergens

NOES: Councilmember Rieger

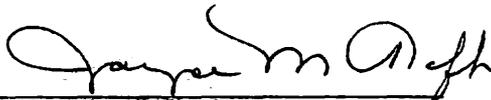
ABSENT: None

ABSTAIN: None



RON CHESHIRE, Mayor

ATTEST:



JOYCE M. TAFT, City Clerk

