



Baldwin County Commission

Legislation Text

File #: 24-0926, Version: 1

Meeting Type: BCC Regular Meeting
Meeting Date: 7/16/2024
Item Status: New
From: George Majors, Animal Shelter Manager
Deidra Hanak, Personnel Director
Submitted by: Bo Bonner, Assistant Personnel Director

ITEM TITLE

Animal Shelter - Employment of One (1) Office Assistant IV Position

STAFF RECOMMENDATION

Approve the employment of Nicholas August to fill the open Office Assistant IV position (#5526) at a grade 305 (\$15.75 per hour / \$32,760.00 annually) to be effective no sooner than July 22, 2024.

BACKGROUND INFORMATION

Background: The Office Assistant IV position was vacated due to the resignation of the previous employee. The Animal Shelter Manager respectfully requests that the above recommendation is approved.

Previous Commission action/date: N/A

FINANCIAL IMPACT

Total cost of recommendation: \$32,760.00 - budgeted

Budget line item(s) to be used: 10955410.51130 - Salaries and Wages

If this is not a budgeted expenditure, does the recommendation create a need for funding?
N/A

LEGAL IMPACT

Is legal review necessary for this staff recommendation and related documents?
N/A

Reviewed/approved by: N/A

Additional comments: N/A

ADVERTISING REQUIREMENTS

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Is advertising required for this recommendation? N/A

If the proof of publication affidavit is not attached, list the reason: N/A

FOLLOW UP IMPLEMENTATION

For time-sensitive follow up, select deadline date for follow up: N/A

Individual(s) responsible for follow up: Personnel - Implement Changes

Action required (list contact persons/addresses if documents are to be mailed or emailed):
N/A

Additional instructions/notes: N/A