

COUNTY OF MILWAUKEE
Department of Human Resources
 INTER-OFFICE COMMUNICATION

DATE : 01/13/2017

To : Committee on Personnel

FROM : Michael Blickhahn, Director Compensation and HRIS

SUBJECT : **Position Creation Under Consideration by the Committee**

A review of the duties to be assigned to the new position requested by the department resulted in the following recommendation:

Recommended Title	Contracts Administrator
Department	Department of Administrative Services-IMSD
Org. Unit	1160
Title Code	TBD
Number of Positions	1
Pay Grade	34M
Bottom Step \$(Annual)	\$72,381.38
Top Step \$(Annual)	\$86,210.32

cc: Chris Abele – County Executive
 Raisa Koltun – Chief of Staff, Office of the County Executive
 Supervisor James “Luigi” Schmitt – Chairperson, Committee on Personnel
 Supervisor John F. Weishan, Jr – Vice Chairperson, Committee on Personnel
 Kelly Bablitch – Chief of Staff, Milwaukee County Board of Supervisors
 Steve Cady – Director of Research and Policy, Research Services Division, Office of the Comptroller
 Shanin R. Brown – Committee Coordinator, Committee on Personnel
 Scott Manske – Milwaukee County Comptroller
 Steve Kreklow – Director of Performance, Strategy and Budget, Department of Administrative Services
 Kerry Mitchell – Chief Human Resources Officer