

From the Director of Compensation/Human Resources Information Systems, Department of Human Resources, requesting approval of the classification of one, Full Time Equivalent, Management Assistant position (pay grade 06PM) in the Milwaukee County Department of Human Resources, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the Director of Compensation/Human Resources Information Systems, Department of Human Resources (DHR), is requesting approval of the classification of one, Full-Time Equivalent, Management Assistant position; and

WHEREAS, the request to create the position is being reviewed separately by the Committee on Finance as part of File No. 22-606; and

WHEREAS, DHR is responsible for assessing the duties associated with the position, and providing a job title and compensation recommendation to the Committee on Personnel; and

WHEREAS, the Committee on Personnel, at its meeting of May 17, 2022, recommended adoption of File No. 22-615 (vote 4-0); now, therefore,

BE IT RESOLVED, the Milwaukee County Board of Supervisors hereby approves the classification recommendation for the position as outlined in the memo hereto attached to this file, and as summarized below:

Recommended Title	Management Assistant – Department of Human Resources (DHR)
High Org. - Department	114 – DHR
Low Org. - Division	1143 – Employee Relations
Number of Positions	1
Pay Grade	06PM
Step 1 (Annual)	\$38,604.80
Step 2 (Annual)	\$39,949.73
Step 3 (Annual)	\$41,328.77
Step 4 (Annual)	\$42,702.40
Step 5 (Annual)	\$44,044.42
Step 6 (Annual)	\$45,402.24
Step 7 (Annual)	\$46,779.20
Step 8 (Annual)	\$48,131.20
Step 9 (Annual)	\$49,496.93

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