

RESOLUTION NO. 12-7761

RESOLUTION TO ADOPT THE JOB DESCRIPTIONS OF TREASURER TAX COLLECTIONS OFFICER I OR II.

WHEREAS, Plumas County Personnel Rule 5.01 provides amendments to be made by resolution of the classification plan covering all positions in the County service; and

WHEREAS, the Board of Supervisors have approved the reorganization of the Treasurer/Tax Collector's Department that includes the new classifications of Treasurer/Tax Collections Officer I or II; and

WHEREAS, the Treasurer/Tax Collector, Ms. Julie White has worked with the Human Resources Director, Gayla Trumbo, to establish job descriptions for the Treasurer/Tax Collections Officer I or II; and

WHEREAS, to accurately reflect the duties, responsibilities and qualifications of these positions; it has been determine that a new classification be created with the Title of Treasurer/Tax Collections Officer I at salary range 1735 and Treasurer/Tax Collections Officer II at 1913; and

WHEREAS, the County has provided copies of the job descriptions and salary range to Operating Engineers Union Representative who has reviewed as has no issues.

NOW, THEREFORE BE IT RESOLVED by the Plumas County Board of Supervisors as follows:

The County's classification plan is hereby amended to reflect the addition of Treasurer/Tax Collections Officer I, range 1735; and Treasurer/Tax Collections Officer II, range 1913 as presented to the Board.

The foregoing Resolution is duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 6th day of March, 2012 by the following vote:

AYES: Supervisors SIMPSON, KENNEDY, THRALL

NOES: Supervisors NONE

ABSENT: Supervisors SWOFFORD, MEACHER


Chairperson, Board of Supervisors

ATTEST:


Clerk of the Board