

RESOLUTION 2013-038

**A RESOLUTION RECLASSIFYING THE EXISTING POSITIONS OF THE
IT COORDINATOR AND ADMINISTRATIVE ASSISTANT – INVESTIGATIONS AND
THE CREATION OF A COMMUNICATIONS ASSISTANT SUPERVISOR**

WHEREAS, the Village Board has determined the reclassification of the position of IT Coordinator to reflect the expanded role of this position.

WHEREAS, the Village Board has determined the reclassification of the position of Administrative Assistant II–Investigations to reflect the expanded role of this position.

WHEREAS, the Village Board has determined that a new position be created titled Telecommunications Assistant Supervisor to meet the needs of the expanding Communications Department.

NOW THEREFORE BE IT RESOLVED BY THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF VERNON HILLS, LAKE COUNTY, ILLINOIS:

That the position of IT Coordinator be reclassified from a Grade 9 to a Grade 13 within the Village of Vernon Hills Pay Plan. The compensation will be designated in accordance with the Village of Vernon Hills Salary Step Schedule.

That the position of Administrative Assistant II - Detectives be reclassified to an Administrative Assistant III – Investigations within the Village of Vernon Hills Pay Plan. The compensation will be designated in accordance with the Village of Vernon Hills Salary Step Schedule.

That the position of Telecommunications Assistant Supervisor be created. The position will be at the grade equivalent to the Records Supervisor. The compensation will be designated in accordance with the Village of Vernon Hills Salary Step Schedule.

The current Step Schedule is attached and part of this Resolution.

Dated this 2nd day of April 2013

Adopted by roll call vote as follows:

AYES: 5 – Marquardt, Koch, Williams, Schultz, Schwartz

NAYS: 0 - None

ABSENT AND NOT VOTING: 1 - Hebda

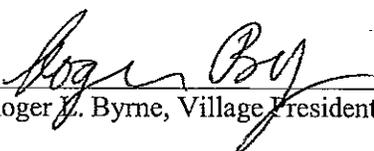
PASSED: 4/02/2013

APPROVED: 4/02/2013

ATTEST: 4/03/2013



Michael S. Allison, Village Clerk



Roger J. Byrne, Village President

