

CITY of REPUBLIC

Established 1871

Exhibit D

AGENDA ITEM STAFF ANALYSIS

Project/Issue Name: Bill #06-07 an Ordinance Creating the Position of, and Adopting the Job Description for Engineering Technician I for the City of Republic, Missouri

Submitted By: David Brock, Public Works Director

Date: February 13, 2006

Issue Statement

The position of Engineering Technician I position is a new job title within Public Works Administration and the attached job description provides the necessary guidance for the hiring and personnel actions. This new position was introduced during budget discussions last year and appears in the approved 2006 Budget.

Discussion and/or Analysis

As the quantity and complexity of developer installed public infrastructure increases, the City must improve the level of efficiency and oversight that is provided. The chief responsibilities of this position will be to coordinate the review and processing of subdivision construction plans, work that is currently being performed by the Senior Planner. Additionally, this position will assist in preparing technical specifications for purchases and projects within the department. The work and educational requirements for this position reflect the technical expertise that is desired to adequately perform this work.

Recommended Action

David Brock, Public Works Director respectfully recommends approval of Bill #06-07, creating the job title and description for the position of Engineering Technician I.