



City of Chipley

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To: Mayor and Council Members
From: Patrice A. Tanner, Assistant City Administrator/City Clerk
Date: February 1, 2024
Re: Employee Classification Document – Change

The following position, upon approval, will be changed on the Employee Classification Document:

Title	Position ID	Pay Grade Authorized	Employee Status	FLSA Status
Fireman	604	H	FTR	NE
to				
Station Attendant	604	H	PTR	NE

This position will change from a title of Fireman to a title of Station Attendant, and will change from a full-time position to a part-time position.

Please let me know if you have any questions.