



## Grand Rapids Public Utilities Commission Agenda Item

MEETING DATE:	November 17, 2021
AGENDA ITEM:	Consider a motion to approve the updated Maintenance III position description, declare a vacancy exists, and authorize the internal posting and external advertising, if needed, for the position.
PREPARED BY:	Julie Kennedy, General Manager

### BACKGROUND:

The requested action is nearly the final part of the overall organizational restructuring plan which began in 2018 and included organization chart modifications and position description updates. The restructuring plan increases our flexibility across departments, allows for cross training and development of staff, and updates our position descriptions in preparation for the upcoming classification and compensation study.

This position is currently not filled with an employee. The existing 1998 position description has been updated to satisfy the Utility's need to have an employee semi-skilled in maintenance that is able to serve as a floater on crews both in the electric and water/wastewater departments. The versatility will allow for our crews to have better efficiency and productivity in completing projects around other functions and vacations. Additional duties of this position include custodial work that is currently being contracted.

### ATTACHMENTS:

2021-11 W-WW Maintenance III position description  
 2021-1118 Notice of Vacancy Maintenance III  
 2021-11 W-WW Maintenance III Advertisement

### RECOMMENDATION:

Consider a motion to approve the updated Maintenance III position description, declare a vacancy exists, and authorize the internal posting and external advertising, if needed, for the position.