

Introduced by:	Mayor
Date:	09/18/12
Action:	Adopted
Vote:	7 Yes, 0 No, 2 Absent

**KENAI PENINSULA BOROUGH  
RESOLUTION 2012-075**

**A RESOLUTION APPROVING THE JOB DESCRIPTION FOR THE  
DIRECTOR OF HUMAN RESOURCES**

**WHEREAS,** the assembly enacted Ordinance 2012-34 which amended the code to change the general services department to the human resources department and to remove risk management oversight from the duties of that department; and

**WHEREAS,** as a result of the code change the job description for the director of general services must be revised to match the code changes; and

**WHEREAS,** the job description should also be updated to more accurately describe functions actually performed by this position as this industry has evolved; and

**WHEREAS,** KPB 3.04.115(B) requires assembly approval by resolution of all job descriptions and qualifications for all administrative positions; and

**WHEREAS,** as all director positions are administrative positions assembly approval of this revised job description is required by KPB 3.04.115(B); and

**WHEREAS,** the administration supports the update and renaming of this job description to accurately reflect the changed duties;

**NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:**

**SECTION 1.** That the assembly authorizes and approves the revised job description which renames the Director of General Services position to the Director of Human Resources and changes the listed duties in accordance with code changes and to reflect current practices.

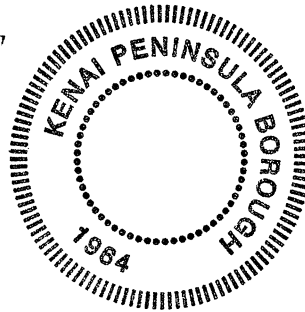
**SECTION 2.** That this resolution shall take effect immediately upon its adoption.

**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS  
18TH DAY OF SEPTEMBER, 2012.**

  
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Gary Knopp, Assembly President

ATTEST:

  
\_\_\_\_\_  
John Blankenship, MMC, Borough Clerk



Yes: Haggerty, Johnson, McClure, Murphy, Smalley, Smith, Pierce  
No: None  
Absent: Knopp, Tauriainen