

APPENDIX "D"

OCTOBER 18, 2016 BOARD OF SUPERVISORS AGENDA

EFFECTIVE OCTOBER 24, 2016**SECTION 200 - TABLES OF POSITIONS****0120 ADMINISTRATIVE OFFICE**

	<u>JCN</u>	<u>TITLE</u>	<u>CURRENT</u>		<u>RECOMMENDED</u>	
			<u>NO. POS.</u>	<u>MAX. POS.</u>	<u>NO. POS.</u>	<u>MAX. POS.</u>
6	3170	Executive Assistant to the CAO	1 *		1 *	
	3167	Executive Secretary to the CAO	1 *		1 *	
	3161	Administrative Assistant III - Confidential	1		1	
	3141	Administrative Assistant II - Confidential	1		1	
	3143	Administrative Assistant I - Confidential	1		1	
	3623	Program Technician II - Confidential	0		1	
	3622	Program Technician I - Confidential (allocate 1)	0		1	
	3081	Office Assistant III - Confidential	1		1	
	3111	Office Assistant II - Confidential	1		1	
	3126	Office Assistant I - Confidential	1	2	1	2
TOTAL NUMBER OF POSITIONS IN AFFECTED GROUP (+0/-0)				2		2
TOTAL NUMBER OF POSITIONS IN BUDGET UNIT 0120				11		11

* There may be only one (1) Executive level (Executive Assistant to the CAO or Executive Secretary to the CAO) position filled at any given time.