

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

AGENDA TITLE: Update on Job Description Project	AGENDA DATE: February 18, 2016
STAFF CONTACT(S)/PREPARER: Emily Shifflett, Human Resource and Administration Manager	ACTION: ■ INFORMATION: ■
	ATTACHMENTS: None

BACKGROUND: In December the Board approved 12 job descriptions for ACSA positions. At that time, it was requested by the Board that the years of experience for each job description be amended. The original job descriptions listed a range of years of experience with a minimum and maximum, implying that an applicant whose experience exceeded the range would not be considered. They have since been amended to eliminate the maximum years of experience and prevent the possible exclusion of those applicants whose experience exceeded that required by the ACSA.

RECOMMENDATION: None.

BOARD ACTION REQUESTED: None.