

**CITY COUNCIL
COMMUNICATION:**

ITEM _____

**OFFICE OF THE CITY MANAGER
CITY OF DES MOINES, IOWA**

98-558

SYNOPSIS -

AGENDA:

The City Engineer has recommended the adoption of a new job specification entitled Surveyor II. This position, under the direction of the Principal Surveyor, supervises and assigns work to a survey party performing engineering and land surveys.

DECEMBER 21, 1998

SUBJECT:

RECOMMENDATION FOR
NEW JOB SPECIFICATION

FISCAL IMPACT -

The position will be assigned to Range 19 (\$27,179 - \$32,370) of the Municipal Employees Association (MEA) pay plan. Funds for this position are appropriated in the Fiscal Year 1998-1999 budget.

TYPE:

**RESOLUTION
ORDINANCE
RECEIVE/FILE**

RECOMMENDATION -

Approval.

SUBMITTED BY:

WILLIAM STOWE
HUMAN RESOURCES
DIRECTOR

BACKGROUND -

The City Engineer has recommended the adoption of a new job specification for the position of Surveyor II. The current job specification, dated April 4, 1969, does not utilize current surveying and engineering terminology, nor does it provide for preference for applicants with experience as a registered land surveyor. An existing vacancy for this position necessitates the new job specification in order to recruit and hire applicants with the best qualifications and credentials. The minimum qualifications require high school graduation with considerable coursework or experience in surveying techniques and preferably some experience as a registered land surveyor. A valid Iowa Driver's License is also required. The new specification has also been

updated to meet Americans with Disabilities Act (ADA) requirements.

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