

**CITY COUNCIL
COMMUNICATION:**

ITEM _____

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

99-052

SYNOPSIS -

AGENDA:

FEBRUARY 15, 1999

The City Manager has adopted a new job specification entitled Consulting Assistant to the City Manager. This position, under the direction of the City Manager, will provide expert assistance to City staff as needed on an on-call basis on technical and difficult projects.

SUBJECT:

RECOMMENDATION
FOR NEW JOB
SPECIFICATION

The position will be compensated at a rate negotiated between the City and the consultant.

TYPE:

RESOLUTION
ORDINANCE
RECEIVE/FILE

FISCAL IMPACT -

Funds for this position are appropriated in the FY/98-99 budget.

SUBMITTED BY:

WILLIAM STOWE
HUMAN
RESOURCES

RECOMMENDATION -

Approval of new job specification.

BACKGROUND -

The City Manager has identified the need for a new job specification entitled Consulting Assistant to the City Manager. This position will be utilized on an on-call basis when it is determined that outside advice and counsel is required in any of a variety of fields (finance, information technology, engineering, etc.). The position will require that a consultant have a college degree relating to the field of endeavor and extensive experience in the same field.

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