

RESOLUTION # 2018 - 26
For the City of Hardy, Arkansas

**A RESOLUTION TO ESTABLISH JOB DESCRIPTIONS FOR EMPLOYMENT WITH
THE CITY OF HARDY**

WHEREAS, the city of Hardy Arkansas desires to have written Job Descriptions for all employees and volunteers working with the City, and;

WHEREAS, the City of Hardy Employee Handbook Section 4.17 requires that all Job Descriptions be approved by the Mayor and City Council

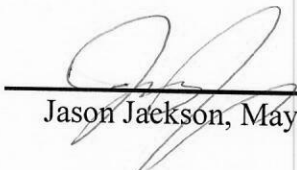
NOW, THEREFORE, ^{Be} IT RESOLVED that the City Council of Hardy, Arkansas hereby approves the following Job Descriptions per the revision and date listed for the use by City Administration.

<u>Job Description</u>	<u>Revision</u>	<u>Date</u>
RV Park Attendant	1.0	August 7, 2018
Secretary – Administrative	1.0	August 7, 2018
Director of Public Works	1.0	August 7, 2018
Water Clerk	1.0	August 7, 2018
Fire Chief	1.0	August 7, 2018
Maintenance Technician – Parks	1.0	August 7, 2018
Maintenance Technician – Water/Waste Water/Streets	1.0	August 7, 2018
Police Chief	1.0	August 7, 2018
Police Officer I, II, Reservist	1.0	August 7, 2018
Deputy Clerk I	1.0	August 7, 2018
Deputy Clerk II	1.0	August 7, 2018
Building Inspector	1.0	August 7, 2018
Code Officer	1.0	August 7, 2018
Secretary – Fire	1.0	August 7, 2018
Secretary – Police	1.0	August 7, 2018
Fireman	1.0	August 7, 2018

PASSED AND APPROVED THIS 7th DAY OF
AUGUST 2018



Greg Bess, Recorder/Treasurer



Jason Jackson, Mayor

Filed Aug 7, 2018
City of Hardy
Arkansas Clerk

