

Job Description Committee

Agenda

January 27, 2021

1. Overview/history of Job Description Committee
2. Review Job Descriptions and staff recommendations for Department Directors
 - a. Chief Administrative Officer
 - b. Utilities Director
 - c. City Clerk
 - d. Financial Services Director
 - e. Information Technology Director
 - f. Human Resources Director
 - g. Planning, Zoning and Economic Development (PZED) Director
 - h. Police Chief
 - i. Fire Chief
 - j. Building Director/Building Official
 - k. City Engineer
 - l. Public Works Director
 - m. Library Director
 - n. Parks and Recreation Director
 - o. Procurement Director

The meeting will be conducted using communications media technology pursuant to City of Plantation Resolution No. 12842, and the public is invited to attend.

The public may join the meeting by logging into zoom.us, choosing "join meeting" and then enter the Meeting ID 842 2092 2210

Passcode - 675421

Telephone – dial 1-646-876-9923

If any member of the public requires additional information about the meeting, please contact the City Clerk's Office by mail at 400 NW 73rd Avenue, Plantation, Florida, 33317, by phone at 954-797-2719 or by email at sslattery@plantation.org

"In accordance with the Americans with Disabilities Act, any person having a disability requiring the use of auxiliary aids may contact Susan Slattery, City Clerk, at (954) 797-2719 at least 72 hours prior to the meeting."

Notice is hereby given to all interested parties that if any person decides to appeal any decision made at the upcoming meeting, such person will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.