



Human Resource Services

Lakeside Plaza Building
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TDD: (510) 272-3703

October 30, 2012

SECOND READING

Honorable Board of Supervisors
Administration Building
Oakland, CA 94612

Subject: Salary Ordinance Amendment

Dear Board Members:

Recommendation:

CONTINUED FROM

(Item # 40)

Tues., 11/6/12

That your Board adopt a Salary Ordinance amendment establishing two new job classifications in the Auditor-Controller's Agency.

Discussion/Findings:

The Auditor-Controller's Agency has requested the creation of two new job classifications; Job Code 0143NM, Auditor and Job Code 0144NM, Senior Auditor. Incumbents of the Auditor classification perform varied professional auditing, accounting and/or compliance assignments; record financial transactions and reports related information in compliance with Generally Accepted Accounting Principles (GAAP) and County policies and procedures; conducts audits in compliance with Generally Accepted Accounting Principles Standards (GAAPS); review accounting methods and practices of County departments, Special Districts and County contractors; and prepare financial, accounting and analytical reports.

Incumbents of the Senior Auditor classification also perform all of the aforementioned duties, but have a greater degree of independent responsibility and work more independently to perform the most complex auditing assignments, lead audit teams, or may be given lead responsibilities. Incumbents of the Auditor classification shall be eligible to promote after gaining experience and demonstrating proficiency which meet the minimum qualifications at the Senior Auditor level.

Funding:

Funds are available in the 2012 and 2013 budget appropriation to pay the cost resulting from these actions.

Very truly yours,

Mary Welch, Interim Director
Human Resource Services

MW:vb

Z:\Board letter 2012\11.06.12 Salary Ordinance Auditor-Controller

Cc: County Administrator
Auditor-Controller
County Counsel

Approved as to Form
DONNA ZIEGLER, County Counsel

By



AN ORDINANCE AMENDING
CERTAIN PROVISIONS OF THE 2011-2012
ALAMEDA COUNTY SALARY ORDINANCE

The Board of Supervisors of the County of Alameda ordains as follows:

SECTION I

Section 1-2.2 of Ordinance Number 0-2011-4 of the County of Alameda is hereby amended by the addition thereto of the following Job Codes, Titles, and Salaries to be effective November 25, 2012.

Job Code	Title	STEP 01	STEP 02	STEP 03	STEP 04	STEP 05
0143	NM Auditor	2178.00	2286.75	2401.50	2521.50	2647.50
0144	NM Senior Auditor	2550.75	2678.25	2812.50	2952.75	3100.50

SECTION II

This ordinance shall take effect immediately, and before the expiration of fifteen days after its passage, shall be published once with the names and of the members voting for and against the same in the Inter-City Express, a newspaper published in the said County of Alameda.