

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: March 22, 2012

SUBJECT: S-3 Secretary

CATEGORY: **Operations:** **Policy:** **Information:** **Personnel: X**

INITIATED BY: Natalie Fatica, Coordinator of Human and Quality Resources

DESCRIPTION:

ECTS recommends hiring Heather Beck as a part-time, S-3 secretary at the rate of \$13.07 per hour. This rate is the probationary rate, as Classified Employees serve a probationary period of 120 days prior to recommendation for regular employment to the Operating Committee (Article I, Section 6).

RECOMMENDATION:

Motion to hire Heather Beck as part-time secretary (S-3) at the rate of \$13.07 per hour pending clearances effective March 26, 2012