

STATE OF GEORGIA

COUNTY OF CLAYTON

ORDINANCE NO. 2010- 91

AN ORDINANCE BY THE CLAYTON COUNTY BOARD OF COMMISSIONERS, TO MODIFY CIVIL SERVICE CODE SECTION 4-104; TO PROVIDE FOR AN EFFECTIVE DATE AND FOR OTHER PURPOSES.

WHEREAS, The Board of Commissioners is empowered to revise and amend the Clayton County Civil Service Code; and

WHEREAS, several Department Directors have suggested modifications to Classifications and job descriptions; and

WHEREAS, there is a need to ensure that all such modifications to Classifications and job descriptions are consistent; and

WHEREAS, the Board of Commissioners deems it in the best interest of the County to modify the Civil Service Code Section 4-104 as described herein.

NOW THEREFORE BE IT ordained BY THE BOARD OF COMMISSIONERS OF CLAYTON COUNTY, GEORGIA AND IT IS HEREBY ordained.

Section 1. That Civil Service Rule Section 4.104 Class Specifications, which currently reads:

Class Specifications, which shall be prepared for each class of positions, are descriptive and explanatory, and are not restrictive. They are designed to indicate the kinds of positions which should be allocated to several classes as determined by their duties and responsibilities and shall not be construed as prescribing what the duties or responsibilities of any particular position in a department shall be. The use of an individual expression or illustration as to duties or responsibilities shall not be regarded as

excluding assignment of others not mentioned which are of similar kind or quality. The language of class specifications is not to be interpreted as limiting or modifying the authority which elected officials or department heads now have or may hereafter be given to take from, add to, eliminate entirely, or otherwise change the duties and responsibilities of employees or to direct and control their work.

That Civil Service Rule Section 4.104 Class Specifications shall be amended to read as follows:

Class Specifications, which shall be prepared for each class of positions, are descriptive and explanatory, and are not restrictive. They are designed to indicate the kinds of positions which should be allocated to several classes as determined by their duties and responsibilities and shall not be construed as prescribing what the duties or responsibilities of any particular position in a department shall be. The use of an individual expression or illustration as to duties or responsibilities shall not be regarded as excluding assignment of others not mentioned which are of similar kind or quality.

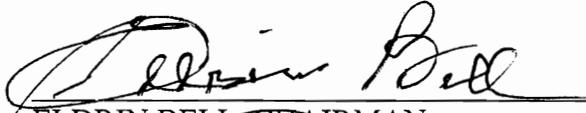
Section 2. That the Director of Human Resources shall take all steps necessary to effectuate this change to the Civil Service Code.

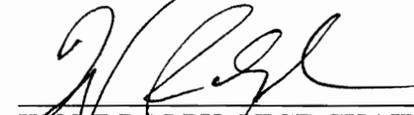
Section 3. That this Ordinance shall be effective on the 6TH day of April, 2010.

{SIGNATURES NEXT PAGE}

SO ORDAINED, this 6th day of April, 2010.

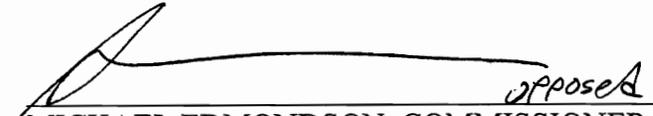
CLAYTON COUNTY BOARD OF COMMISSIONERS


ELDRIN BELL, CHAIRMAN

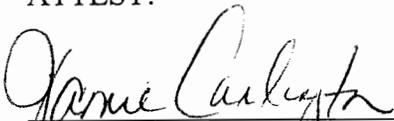

WOLE RALPH, VICE CHAIRMAN


GAIL B. HAMBRICK, COMMISSIONER


SONNA SINGLETON, COMMISSIONER


MICHAEL EDMONDSON, COMMISSIONER

ATTEST:


JAMIE CARLINGTON, ACTING CLERK