

Proposed by:	Public Safety Committee
Attorney Review:	09/10/2020
Vote:	6 Aye 0 Nay 0 Absent

**MUNICIPALITY OF SKAGWAY, ALASKA**  
**RESOLUTION NO. 20-37R**

**A RESOLUTION OF THE MUNICIPALITY OF SKAGWAY, ALASKA, AMENDING THE MUNICIPALITY OF SKAGWAY CLASSIFICATION REVIEW RANKING BY GRADE, TO ADD A FIRE DEPARTMENT INSPECTOR / PREVENTION OFFICER / EMERGENCY RESPONDER POSITION AT GRADE 15.**

**WHEREAS**, the Fire Department has proposed updates to the Fire Inspector / Training Coordinator position to accurately reflect the duties of the position and to rename the position as a Fire Department Inspector / Prevention Officer / Emergency Responder; and

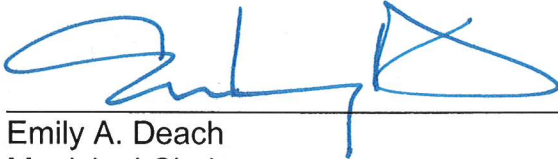
**WHEREAS**, the Fire Department Inspector / Prevention Officer / Emergency Responder position has been evaluated at Grade 15;

**NOW THEREFORE, BE IT RESOLVED**, by the Municipal Assembly of the Municipality of Skagway that Attachment "A," Municipality of Skagway Classification Review Ranking by Grade, is amended by adding a Fire Department Inspector / Prevention Officer / Emergency Responder position at Grade 15 and removing the Fire Inspector / Training Coordinator position.

**PASSED AND APPROVED** by a duly constituted quorum of the Borough Assembly of the Municipality of Skagway this 17<sup>th</sup> day of September, 2020.

  
Andrew Cremata, Mayor

ATTEST:

  
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Emily A. Deach  
Municipal Clerk

(SEAL)



Municipality of Skagway Classification Review		Ranking by Grade
Job Title	Dept	GRADE
Recreation Attendant	REC	10
Library Clerk	LIB	10
Harbor Security Officer	HAR	10
Groundskeeper	PW	10
Visitor Information Specialist II	TOUR	10
Harbor Assistant	HAR	11
Museum Assistant	MUS	11
Library Assistant	LIB	11
Receptionist/Billing Clerk	CLINIC	11
Recreation Assistant	REC	11
Office Assistant	ADMIN	11
Laborer	PW	12
Trail Crew Lead Laborer	PW	12
Receptionist/Medical Assistant	CLINIC	12
Code Enforcement Officer	POLICE	13
Maintenance and Clerical Support	FIRE	13
911 Dispatcher	POLICE	13
Medical Assistant	CLINIC	13
Medical Account Analyst	CLINIC	13
Recreation Worker	REC	13
Accounts & Benefits Specialist	CLINIC	13
AR Clerk/Staff Support Clerk	ADMIN	13
Accounting Clerk	ADMIN	14
Administrative Assistant	CLINIC	14
Tax Clerk	ADMIN	14
Acct. Payable/Receivable Clerk	ADMIN	14
Police Clerk	POLICE	14
<del>Fire Inspector/Training Coordinator</del>	<del>FIRE</del>	<del>14</del>
Emergency Responder	FIRE	14
<b>Fire Inspector / Prevention Officer / Emergency Responder</b>	<b>FIRE</b>	<b>15</b>
Refuse Collector/Incinerator Tech	PW	15
Visitor Information Specialist I	TOUR	15
Facilities Maintenance	PW	15
Police Officer	POLICE	16
Permitting Official	ADMIN	16
Administrative Manager	CLINIC	16
Fleet Manager/Emergency Responder	FIRE	16
EMS Director/Emergency Responder	FIRE	17
Heavy Equipment Operator	PW	17
Administrative Assistant/Deputy Clerk	ADMIN	17
Library Director	LIB	17
Museum Director	MUS	17
Rec Director	REC	17
Harbormaster	HAR	17
Lead Groundskeeper	PW	17
Water/Wastewater Operator	PW	17
Mechanic	PW	17
Police Sergeant	POLICE	18
Tourism Director	TOUR	19
Water/Waste Water Superintendent	PW	19
Port Development Director	PORT	19
Borough Clerk	ADMIN	20

Borough Treasurer	ADMIN	20
Public Works Director	PW	21
Police Chief	POLICE	21
Fire Chief	FIRE	21