

Proposed by:	Administration
Assembly Review:	03/17/2022
Attorney Review:	03/08/2022
Vote:	6 Aye 0 Nay 0 Absent

**MUNICIPALITY OF SKAGWAY, ALASKA
RESOLUTION NO. 22-06R**

A RESOLUTION OF THE MUNICIPALITY OF SKAGWAY, ALASKA, AMENDING THE MUNICIPALITY OF SKAGWAY CLASSIFICATION REVIEW RANKING BY GRADE, TO CHANGE THE GRADE OF HARBOR ASSISTANT FROM A GRADE 11 TO GRADE 13 AND UPDATE THE JOB TITLE TO ASSISTANT HARBORMASTER.

WHEREAS, the Municipality of Skagway desires to create competitive wages for all employees; and

WHEREAS, the Municipality's job designations need to conform with existing job positions within the department; and

WHEREAS, the Municipality recognizes the necessity for an increase in compensation based on the lead responsibilities required in absence of the Harbormaster; and

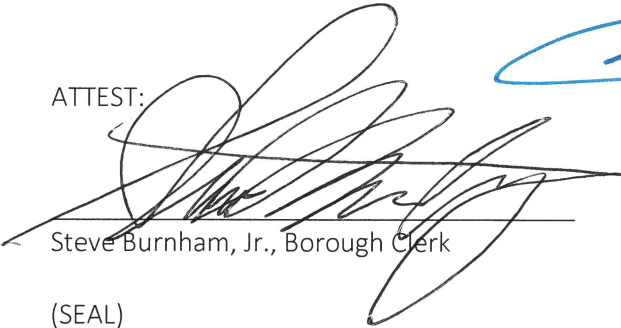
WHEREAS; the Harbor Assistant is now titled Assistant Harbormaster; and

WHEREAS, the Assistant Harbormaster position has been evaluated at Grade 13;

NOW THEREFORE, BE IT RESOLVED, by the Municipal Assembly of the Municipality of Skagway that the Municipality of Skagway Classification Review Ranking by Grade, is amended as detailed in Attachment A.

PASSED AND APPROVED by a duly constituted quorum of the Borough Assembly of the Municipality of Skagway this 17th day of March 2022.

ATTEST:


Steve Burnham, Jr., Borough Clerk

(SEAL)


Andrew Cremata, Mayor



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 Worker II	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	
911 Dispatcher	POLICE	13	
Medical Assistant	CLINIC	13	
Medical Account Analyst (Level II or Level I)	CLINIC	13 or 15	
Recreation Worker I	REC	13	
Accounts & Benefits Specialist	CLINIC	13	
Assistant Harbormaster	HAR	13	
AR Clerk/Staff Support Clerk	ADMIN	13	
Accounting Clerk	ADMIN	14	
Administrative Assistant	CLINIC	14	
Tax Clerk	ADMIN	14	
Police Clerk	POLICE	14	
Quartermaster/Maintenance Tech.	FIRE	14	
Emergency Responder	FIRE	14	
Firefighter 1 / EMT-III or Paramedic	FIRE	14 or 16	
Fire Inspector & Training Coordinator/Emergency Responder	FIRE	15	
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	