

ORDINANCE NO. 1871

AN ORDINANCE AMENDING ORDINANCE NO. 1845 BY SETTING THE CITY OF TALLADEGA’S CLASSIFICATION PLAN AND AMENDING ORDINANCE 1835 TO PROVIDE REVISED JOB /POSITION DESCRIPTIONS FOR EMPLOYEES IN THE PURCHASING/SAFETY, HUMAN RESOURCES AND FINANCE DEPARTMENTS.

BE IT ORDAINED by the City Council of the City of Talladega, Alabama as follows:

SECTION 1. The City’s Classification Plan shall be set forth by job title and grade for the Purchasing/Safety, Human Resources and Finance Departments as:

Job Title	Department
Grade 1	
No positions	
Grade 2	
No positions	
Grade 3	
No positions	
Grade 4	
No positions	
Grade 5	
Administrative Clerk – Revenue	Finance Department
Accounts Payable Clerk	Finance Department
Administrative Assistant	Purchasing/ Safety
Grade 6	
HR Assistant	Human Resources
Accounts Payable/ Payroll Clerk	Finance
Grade 7	
Revenue Officer	Finance
Grade 8	
No positions	
Grade 9	
No positions	
Grade 10	
No positions	
Grade 11	
Director	Finance
Director	Human Resources
Director	Purchasing/ Safety
Grade 12	
No positions	

SECTION 2. The revised Job/Position Descriptions shall be set forth for the Purchasing/ Safety, Human Resources and Finance Department as follows (see attached):

- Director - Purchasing/ Safety
- Administrative Assistant – Purchasing/ Safety
- Human Resources – Director
- Human Resources Assistant

SECTION 3. All sections of this ordinance are hereby declared to be severable, and if any word, phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional or invalid by the judgment or decree of any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining words, phrases, clauses, sentences, paragraphs and sections of this ordinance.

SECTION 4. This ordinance shall take effect from and after the date of its adoption and publication, as provided by law.

ADOPTED and APPROVED this the 3rd day of August,

Council President Joseph K. Power, Jr.

Councilman Horace Patterson

Council Member Vickey Hall

Council Member Betty Spratlin

Councilman Trae Williams

City Manager Elizabeth Cheeks

Attested to: Joanna Medlen, City Clerk