



## Request for City Council Committee Action from the Department of City Clerk

Date: November 21, 2006

To: Ways and Means/Budget Committee

**Subject: Step 5 salary for Offset Press Operator in the Copy Center**

**Recommendation:** It is recommended that new employee, Offset Press Operator, Christopher Johnson, be hired at step 5, initially at the 3 month probation rate. Funds to pay salary and fringe benefits for the position are available in 6400-260-2630.

**Previous Directives:**

Prepared by: Steven J. Ristuben

Approved by: Merry Keefe

Presenters in Committee: Steven J. Ristuben, 673-2216

### **Financial Impact**

- Funding is within the current appropriation.

**Supporting Information:** The City uses two very cost effective AB Dick offset presses in the Copy Center. Personnel that operate the offset presses require specialized post high school training of up to a year. Qualified Offset Press Operators have proven to be very difficult to find in the job market because they are in high demand in the private sector so they all have jobs. We have used an employee on permit, Christopher Johnson, since July, and after going through the hiring process, we would like to offer him the job. Because of his education at Dunwoody Institute and extensive experience, we would like to offer him the job at the 5th step rate of pay. He has been a pressman for 14 years and has owned and operated his own shop from 1998-2004. In addition to being an Offset Press Operator he has extensive experience in design, production, bindery, vendor relations and accounting. The request is to start Mr. Johnson at an annual salary of \$37,300 with a three month probation rate. The Human Resources Department has concurred with this request.