

SUGARCREEK TOWNSHIP
RESOLUTION NO. 2016.05.02.01

IN RE: Appointment of Full-Time Administrative Assistant Sara Contreras

WHEREAS, the continuing need exists to maintain proper staffing within the Sugarcreek Township Administration Department; and,

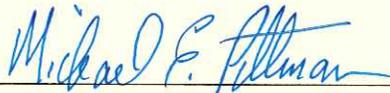
WHEREAS, vacancies exist within the classification of full-time Administrative Assistant; and,

WHEREAS, Sara Contreras has the necessary qualifications to serve in the capacity of full-time Administrative Assistant for the Sugarcreek Township Administration Office; and,

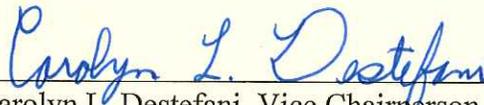
WHEREAS, Barry Tiffany, has recommended the appointment of this candidate; and,

WHEREAS, funds are available for this purpose within the Administration's 2016 Operating Budget.

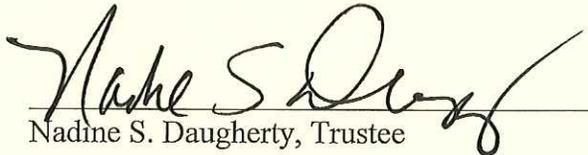
NOW THEREFORE, BE IT RESOLVED, that Sara Contreras shall be appointed to the position of full-time Administrative Assistant within the Sugarcreek Township Administration at the pay rate of \$16.07 per hour effective May 16, 2016, payable on a bi-weekly basis, and subject to a one (1) year probationary period ending May 16, 2017.



Michael E. Pittman, Chairperson



Carolyn L. Destefani, Vice Chairperson



Nadine S. Daugherty, Trustee



Theodore L. Hodson, Fiscal Officer