

Hamilton Township Personnel Status 2016-2014

			Proposed CY2016	CY2015	CY2014
		<u>Office of The Mayor</u>			
		Mayor	1	1	1
		Aide to Mayor	1	1	1
		Keyboarding Clerk I	1	1	1
		Secretary to the Mayor	1	1	1
	Full Time	Total	4	4	4
	S/H		0	0	0
		<u>Council</u>			
		Council President	1	1	1
		Council Members	4	4	4
	Part Time	Total	5	5	5
	S/A				
	S/H				
		<u>Clerk's Office</u>			
		Municipal Clerk	1	1	1
		Deputy Municipal Clerk	1	1	1
		Sr. Clerk Typist	1	1	1
		Student Assistant	1	1	1
	Full Time	Total	3	3	3
	Part Time		0	0	0
	S/A		1	1	1
	S/H		0	0	0
		<u>Business Administration</u>			
		Bus. Administrator	1	1	1
		Secretary to Bus. Admin. (Clerk Typist)	1	1	1
	Full Time	Total	2	2	2
	Part Time		0	0	0
	S/A		0	0	0
	S/H		0	0	0
		<u>Human Resources</u>			
		Personnel Officer	1	1	1
		Supervising Clerk Typist	1	1	0
		Principal Clerk Typist	0	0	1
		Keyboarding Clerk I	1	0	0
		Keyboarding Clerk I PT	0	1	1
	Full Time	Total	3	2	2
	Part Time		0	1	1
	S/A		0	0	0

Hamilton Township Personnel Status 2016-2014

			Proposed CY2016	CY2015	CY2014
		<u>Budget & Purchasing</u>			
		Budget Officer	1	1	1
		Purchasing Agent	1	1	1
		Com.Operator/Purch.Assist.	1	1	1
Promotion		Senior Purchasing Assistant, Typing	1	0	0
		Purchasing Assistant, Typing	0	1	1
		Senior Stock Clerk	1	1	1
	Full Time	Total	5	5	5
		<u>Financial Administration</u>			
		Chief Financial Officer	1	1	1
		Assistant Finance Director	1	1	0
		Supervisor of Accounts	0	0	1
		Senior Tax Clerk	0	0	1
		Principal Account Clerk	1	1	0
		Asst. CFO PT	1	1	1
	Full Time	Total	3	3	3
	Part Time		1	1	1
	S/A		0	0	0
	S/H		0	0	0
		<u>Tax Assessor</u>			
		Tax Assessor	1	1	1
		Assistant Assessor	1	1	1
		Prin. Assessing Clerk	1	1	0
		Senior Assessing Clerk	1	1	2
		Senior Asst. Assessor	1	1	1
	Full Time	Total	5	5	5
	Part Time		0	0	0
	S/H		0	0	0
		<u>Revenue Collection</u>			
		Tax Collector	1	1	1
		Princ. Tax Clerk	3	3	3
		Senior Tax Clerk	2	2	2
		Senior Clerk Typist	2	1	1
		Clerk Typist	0	1	1
		Clerk Typist PT	0	1	1
		Clerk PT	1	1	1
	Full Time	Total	8	8	8
	Part Time		1	2	2
	S/A		0	0	0

Hamilton Township Personnel Status 2016-2014

			Proposed CY2016	CY2015	CY2014
		<u>Legal</u>			
		Township Attorney	1	1	1
		Assistant Municipal Attorney	1	1	1
		Administrative Secretary (Steno)	1	1	1
		Senior Clerk Typist	1	1	1
		Municipal Prosecutor PT	1	1	1
		Asst. Mun. Prosecutor PT	1	1	1
		Public Defender PT	1	1	1
		Assistant Municipal Public Defender PT	1	1	1
	Full Time	Total	4	4	4
	Part Time		4	4	4
	S/A		0	0	0
	S/H		0	0	0
		<u>Municipal Court</u>			
		Judge	2	2	2
		Municipal Court Director	1	1	1
		Deputy Mun. Court Director	1	1	1
		Deputy Mun. Court Admin.	4	4	4
		Princ. Clerk Typist (Transcriber)	3	3	3
		Princ. Docket Clerk	1	1	1
		Princ. Account Clerk	0	0	1
		Senior Clerk Typist (Keyboarding Clerk 2) Clerk	1 0	1 0	0 1
		Clerk Typist (Keyboarding Clerk I)	1	1	0
		Principal Account Clerk PT	1	1	1
		Security Guard PT 30 hrs @ 30 hrs/wk	1	1	1
		Student Assistant	2	2	2
	Full Time	Total	14	14	14
	Part Time		2	2	2
	S/A		2	2	2
	S/H		0	0	0
		<u>Technology & Economic Develop.</u>			
		Director	1	1	1
		Network Administrator	1	1	1
		Systems Analyst	2	2	2
		Secretary to Director	1	1	1
		Clerk PT	1	1	1
	Full Time	Total	5	5	5
	Part Time		1	1	1
	S/A		0	0	0

Hamilton Township Personnel Status 2016-2014

			Proposed CY2016	CY2015	CY2014
		<u>Call Center</u>			
		Manager of Customer Service	1	1	1
		Principal Clerk Typist	1	1	0
		Senior Customer Representative(Sr. Clerk Typist)	0	0	1
		Customer Service Representative(Clerk Typist)	2	2	2
		Clerk Typist PT	0	1	1
	Full Time	Total	4	4	4
	Part Time		0	1	1
	S/A		0	0	0
		<u>Community Planning & Compliance</u>			
		Director	1	1	1
		Adminin Secretary, Steno.	1	1	1
		Technical Assistant	1	1	1
		Secretarial Assistant	1	1	1
		Supervising Planner	2	2	2
	Full Time	Total	6	6	6
	Part Time		0	0	0
	S/H		0	0	0
		<u>Zoning Enforcement</u>			
		Supervising Code Enforcement Officer/Zoning Officer	1	1	0
		Senior Inspector/Zoning Officer	0	0	1
	Full Time	Total	1	1	1
		<u>Engineering</u>			
		Supervising Engineering Aide	1	1	1
		Assistant Engineer (Civil)	1	1	1
		Engineering Aide	1	1	1
		Supervising Drafting Technician	1	1	1
		Senior Drafting Technician	1	1	0
		Drafting Technician	0	0	1
		Administrative Clerk	1	0	0
		Secretarial Assistant, Steno	0	1	1
	Full Time	Total	6	6	6
		<u>Affordable Housing - (HUD GRANT)</u>			
		Director, Neighborhood Preservation Program	1	1	1
		Housing Inspector/Zoning Officer	0	1	1
		Housing Inspector	1	0	0
		Housing Assistant Technician	1	1	1
		Senior Clerk Typist	1	1	1
	Full Time	Total	4	4	4
	Part Time		0	0	0
		<u>Housing Inspections</u>			

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			Proposed CY2016	CY2015	CY2014
		Chief Housing Inspector	1	1	1
		Senior Housing Inspector	1	1	1
		Housing Inspector	2	2	1
		Senior Permit Clerk	0	1	1
		Clerk	1	0	0
		Building Inspector 20 hrs.	0	0	1
	Full Time	Total	5	5	4
	Part Time		0	0	1
	S/A		0	0	0
	S/H		0	0	0
		<u>Uniform Construction Code Office</u>			
		Construction Official	1	1	1
		Building/Fire Sub Official	1	1	1
		Senior Building Inspector	1	1	1
		Building Inspector	2	2	2
		Electrical Subcode Official	1	1	1
		Senior Electrical Inspector	0	1	1
		Electrical Inspector	2	1	1
		Plumbing Subcode Official	1	1	1
New Position		Plumbing Inspector	2	0	0
		Senior Plumbing Inspector	0	1	1
		Engineering Aide	0	0	1
Promotion		Senior Technical Assistant CO	1	0	0
		Technical Assistant, Construction Officer	0	1	1
Promotion		Clerk 3	1	0	0
		Senior Permit Clerk	1	1	2
		Keyboarding Clerk II	1	1	0
		Clerk	0	1	1
		Plumbing Inspector PT	1	1	1
		Fire Protection Inspec. PT	1	1	1
	Full Time	Total	15	14	15
	Part Time		2	2	2
	S/A		0	0	0
	S/H		0	0	0

Hamilton Township Personnel Status 2016-2014

			Proposed CY2016	CY2015	CY2014
		Public Safety			
		Sworn Officers			
		Chief	1	1	1
		Captain	3	3	3
		Lieutenant	11	11	11
		Sergeant	22	22	22
		Detective	27	27	27
		Police Officer	105	105	105
	Full Time	Total	169	169	169
		Civilian			
		Public Safety Telecommunicator	15	14	14
		Records Manager	1	1	1
		Property Clerk	2	2	2
		Systems Analyst	2	2	2
		Crime Prevention Aide	1	1	1
		Supervising Data Entry Operator	1	1	1
		Administrative Secretary	1	1	1
		Principal Clerk Typist	4	4	4
		Senior Clerk Typist	8	8	8
		Senior Clerk	0	1	1
		Clerk	2	1	1
		Police Matron PT	2	2	1
	Full Time	Total	37	36	36
	S/A		2	2	1
	S/H		0	0	0
		Public Works Administration			
		Director	1	1	1
		Supervising Public Works Inspector	1	1	1
		Senior Public Works Inspector	1	1	1
		Public Works Inspector	2	2	2
		Assistant Public Works Inspector	1	1	1
		Administrative Clerk	1	1	1
		Chief of Administrative Services	1	1	1
		Principal Clerk Typist	4	4	4
		Senior Clerk Typist	1	1	1
		Clerk PT	1	1	1
	Full Time	Total	13	13	13
	Part Time		1	1	1

Hamilton Township Personnel Status 2016-2014

			Proposed CY2016	CY2015	CY2014
		<u>Roads</u>			
		Superintendent	1	1	1
		General Supervisor	1	1	1
		Supervisor - Roads	6	6	6
		Heavy Equipment Operator	14	14	14
		Senior Traffic Maintenance Worker/Sign Maker 2	1	1	1
		Traffic Maintenance Worker	1	1	1
		Mason	2	2	2
		Senior Traffic Maint. Worker	1	1	1
		Truck Drivers	10	10	10
		Heavy Laborers	8	8	11
		Light Laborers	3	3	0
		Laborer, PT	3	3	3
		Summer Help (HEY Program)	18	18	18
	Full Time	Total	48	48	48
	Part Time		3	3	3
	S/A		0	0	0
	S/H		0	0	0
		<u>Motor Vehicles Maintenance</u>			
		Supervising Mechanic	1	1	1
		Senior Mechanic	1	1	1
		Mechanic	10	10	10
		Automotive Service Writer	1	1	1
		Welder	1	1	1
		Maintenance Helper	2	2	0
		Stock Handler	1	1	1
		Laborer, Heavy	1	1	2
	Full Time	Total	18	18	17
	Part Time		0	0	0
	S/A		0	0	0
	S/H		0	0	0
		<u>Public Works Functions</u>			
		Coordinator of Safety Programs 2 (Safety Director)	1	1	1
	Full Time	Total	1	1	1
	Part Time		0	0	0
	S/A		0	0	0
	S/H		0	0	0

Hamilton Township Personnel Status 2016-2014

			Proposed CY2016	CY2015	CY2014
		<u>Collection & Recycling</u>			
		Municipal Recycling Coordinator	1	1	1
		Student Assistant (Ecological Facility)	1	1	1
	Full Time	Total	1	1	1
	S/A		1	1	1
		<u>Buildings & Grounds</u>			
		Superintendant of Public Property	1	1	1
		General Supervisor	1	1	1
		Supervising Maintenance Repairer	2	3	3
		Supervisor, Building Service Worker	1	1	1
		Supervising Plumber	1	0	0
		Supervising Electrician	1	1	1
		Senior Electrician	1	1	1
		Maintenance Repairer	7	7	7
		Carpenter	1	1	1
		Plumber	1	1	1
		Senior Stock Clerk	1	1	1
	Transfer from Library (1)	Senior Building Maintenance Worker	3	2	2
	Transfer from Library (1)	Building Maintenance Worker	2	1	1
		Building Service Worker	3	3	4
		Laborer, Heavy	3	3	3
		Laborer, Light	1	1	0
		Laborer, PT	2	0	0
	Transfer from Library (1)	Building Maintenance Worker PT	1	1	1
	Full Time	Total	30	28	28
	Part Time		3	0	0

Hamilton Township Personnel Status 2016-2014

			Proposed CY2016	CY2015	CY2014
		<u>Parks Maintenance</u>			
		General Supervisor, Parks	1	1	1
		Greenhouse Supervisor	1	1	1
		Supervisor Parks/Supervising Recreation Maintenance	3	3	3
		Supervisor, Parks	1	1	1
		Supervisor of Trees/Recreation	1	1	1
		Senior Park Maintenance Worker	5	5	5
		Senior Maintenance Repairer	1	1	1
		Senior Gardener	1	1	1
		Equipment Operator	0	0	1
		Maintenance Repairer	2	2	1
		Heavy Equipment Operator	1	1	1
		Park Maintenance Worker	12	12	12
		Tree Climber	2	2	2
		Truck Drivers	2	2	2
		Laborer, Light	1	1	0
		Laborer, Heavy	12	12	13
		Laborer, PT	3	3	3
	Full Time	Total	46	46	46
	Part Time		3	3	3
	S/A		0	0	0
	S/H		0	0	0
		Public Works Department FT Total	157	155	154
		<u>Animal Control Maintenance</u>			
		Supervising Animal Control Officer	1	1	1
		Assistant Animal Control Officer	2	2	1
		Animal Attendant	1	1	1
		Assistant Animal Control Officer PT	2	2	3
		Animal Attendant PT	3	3	1
	Full Time	Total	4	4	3
	Part Time		5	5	4
	S/A		0	0	0

Hamilton Township Personnel Status 2016-2014

			Proposed CY2016	CY2015	CY2014
		<u>Environmental Health Services</u>			
		Principal Registered Environmental Health Specialist	1	1	1
		Senior Registered Environmental Health Specialist	1	0	0
		Registered Environmental Hlth Specialist	1	2	2
		Senior Health Aide	1	1	1
		Supervising Clerk Typist	1	1	0
		Principal Clerk Typist	0	0	1
		Clerk Typist	1	1	1
	Full Time	Total	6	6	6
	Part Time		0	0	0
	S/A		0	0	0
	S/H		0	0	0
		<u>Public Health Services</u>			
		Health Officer	0	1	1
		Advanced Practice Nurse	1	1	1
		Assistant Supervisor, Public Health Nurse	1	1	1
		Senior Public Health Nurse	2	2	2
		Public Health Nurse	1	1	1
		Supervising Clerk Typist	1	1	0
		Principal Clerk Typist	1	1	2
		Senior Clerk Typist	1	1	1
		Clerk Typist	1	1	1
	Full Time	Total	9	10	10
	Part Time		0	0	0
	S/H		0	0	0

Hamilton Township Personnel Status 2016-2014

			Proposed CY2016	CY2015	CY2014
		<u>Recreation Services</u>			
		Director	1	1	1
		Program Coordinator, Special Events (Range Change)	1	1	1
Promotion		Supervisor of Accounts	1	0	0
		Supervising Account Clerk	0	1	1
		Principal Clerk Typist (Grant)	1	1	1
		Clerk PT	2	2	2
		Golf Center Supervisors	15	15	15
		Part-Time Supervisors	6	6	6
		Kuser Mansion Tour Guides	11	11	11
		<u>Happy Days Camp</u>			
		Arts & Crafts Director	1	1	1
		Asst. Happy Days Director	2	2	2
		Counsellors	8	8	8
		Junior Counselors	14	14	10
		Custodian	1	1	1
		Happy Days Director	1	1	1
		Happy Days Nurse	1	1	1
	Full Time	Total	4	4	4
	Part Time		19	19	19
	S/H		43	43	39
		<u>Senior Services</u>			
		Supervisor of Senior Citizens Activities	1	1	1
		Motor Vehicle Driver for the Elderly	1	1	1
		Senior Maintenance Repairer	1	1	1
		Senior Clerk Typist	2	2	2
		Clerk Typist	1	1	1
		Student Assistant	2	2	2
		Laborer, PT Drivers (2,560 hrs.)	5	5	5
	Full Time	Total	6	6	6
	Part Time		5	5	5
	S/A		2	2	2

Hamilton Township Personnel Status 2016-2014

			Proposed CY2016	CY2015	CY2014
		<u>Library</u>			
		Director	1	1	1
		Senior Librarian	3	3	3
		Librarian	3	3	4
		Supervising Library Assistant	2	2	2
		Principal Library Assistant	3	3	3
		Senior Library Assistant	3	3	3
		Library Assistant	3	3	3
		Library Page	2	2	1
		Keyboarding Clerk IV	1	1	0
		Administrative Clerk	0	0	1
		Assistant Supervisor, Building Service	0	0	1
		Building Maintenance Worker	0	2	1
		Building Maintenance Worker PT	0	1	0
		Library Assistant PT	2	2	3
		Librarian PT	3	1	2
		Library Page PT	0	0	1
	Full Time	Total	21	23	23
	Part Time		5	4	6

Hamilton Township Personnel Status 2016-2014

			Proposed CY2016	CY2015	CY2014
		Summary - Full Time Employees	Proposed CY2016	CY2015	CY2014
		Sworn Officers	169	169	169
		Library Budget	21	23	23
		Current Budget	305	302	299
		UCC Budget	15	14	15
		Total Township FT Employees	510	508	506
		Civilian Personnel	341	339	337
		Police Officers	169	169	169
		Total Township FT Employees	510	508	506
			Proposed CY2016	CY2015	CY2014
		Personnel Changes 2016-2014			
		Grand Total FT Employees	2	2	
		Part Time Employees	Proposed CY2016	CY2015	CY2014
		Current	55	57	48
		Uniform Patrol Officers	0	0	0
		Library	5	4	6
		UCC	2	2	0
		Total Current Budget PT Employees	62	63	54

Hamilton Township Personnel Status 2016-2014

	Water Pollution Control Services	Proposed CY2016	CY2015	CY2014
	Director	1	1	1
	Sewage Plant/Sewer Superintenant	1	1	1
	Senior Engineer (Civil)	1	1	1
	Supervising Environmental Health Specialist (MIPP)	1	1	1
	Supervising Pump Station Operator	1	1	1
	Supervising Sewer Plant Repairer	1	1	1
	Supervising Sewage Plant Operator	1	1	1
	Supervisor (Sewer)	3	3	3
	Environment Scientist I	1	1	1
	Chemist	1	1	1
	Laboratory Technician, Water Analysis	2	2	2
Promotion	Senior Sewer Maintenance Worker (Sewer Rep II)	2	1	1
	Senior Pump Station Operator	1	0	0
	Senior Pump Station Repairer	0	1	1
	Senior Sewage Plant Repairer	1	1	1
	Senior Sewage Plant Operator	3	3	2
	Sewer Maintenance Workers (Sewer Repairer I)	3	4	3
Promotion	Pump Station Repairer	3	2	2
	Sewage Plant Repairer	2	2	1
	Sewage Plant Operator	5	6	10
Promotion	Principal Engineering Aide	1	0	0
	Senior Engineering Aide	0	1	1
	Senior Electrician	1	1	0
	Electrician	1	1	1
Promotion	Electrician's Helper	1	0	1
	Plumber	1	1	1
	Plumber's Helper	1	1	1
Promotion	Sludge Dewatering Oper.	3	2	1
	Stock Handler	2	2	1
Promotion	Sewage Plant Attendant	7	5	6
Promotion	Heavy Laborers	4	6	10
	Light Laborers	1	4	0
	Administrative Secretary	1	1	1
	Supervising Clerk Typist	1	1	1
	Principal Clerk Typist	1	1	0
	Senior Clerk Typist	2	2	2
	Clerk Typist	0	0	1
	Building Service Worker	1	0	0
	Building Service Worker PT	1	1	1
	Vueworks Data Entry PT (Student Intern)	1	1	1
	Summer Intern	1	0	1

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		Laborer, PT	0	0	1
	Full time	Total	63	63	63
	Part time		2	2	3
	S/A		1	0	1

**Township of Hamilton
Personnel Summary
CY2016- CY2015**

