

Hamilton Township Personnel Status 2017-2015

		Proposed CY2017	CY2016	CY2015
	<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
	Clerk Typist PT	1	1	1
Full time	Total	3	3	3
Part time		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	1
	Keyboarding Clerk II	1	1	0
Full time	Total	3	3	2
Part time		0	0	0
S/A		0	0	0
	<u>Budget & Purchasing</u>			
	Budget Officer	1	1	1
	Purchasing Agent	1	1	1
	Com.Operator/Purch.Assist.	1	1	1
	Senior Purchasing Assistant, Typing	1	1	0
	Purchasing Assistant, Typing	0	0	1
	Senior Stock Clerk	1	1	1
Full time	Total	5	5	5

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			Proposed CY2017	CY2016	CY2015
		<u>Financial Administration</u>			
		Chief Financial Officer	1	1	1
		Assistant Finance Director	1	1	1
		Principal Account Clerk	1	1	1
		Senior Account Clerk	1	0	0
		Asst. CFO PT	1	1	1
	Full time	Total	4	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	1
		Senior Assessing Clerk	1	1	1
		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	2	3	3
		Senior Tax Clerk	2	2	2
		Senior Clerk Typist	0	2	1
		Senior Cashier	1	0	0
		Tax Clerk	1	0	0
		Clerk Typist	0	0	1
		Clerk Typist PT	0	0	1
		Clerk PT	1	1	1
	Full time	Total	7	8	8
	Part time		1	1	2
	S/A		0	0	0
		<u>Legal</u>			
		Director of Law	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	2	1	1
		Public Defender PT	1	1	1
		Assistant Municipal Public Defender PT	1	1	1
	Full time	Total	4	4	4
	Part time		5	4	4
	S/A		0	0	0
	S/H		0	0	0

Hamilton Township Personnel Status 2017-2015

			Proposed CY2017	CY2016	CY2015
		<u>Municipal Court</u>			
		Judge	2	2	2
		Municipal Court Director	1	1	1
		Deputy Mun. Court Director	1	1	1
Promo		Deputy Mun. Court Admin.	5	4	4
		Senior Clerk	0	1	0
		Senior Clerk Typist (Keyboarding Clerk 2)	1	0	0
		Princ. Clerk Typist (Transcriber)	3	3	3
		Princ. Docket Clerk	1	1	1
		Clerk 2	0	1	2
New		Clerk Typist (Keyboarding Clerk I)	1	0	0
		Principal Account Clerk PT	1	1	1
New		Deputy Mun. Court Admin. PT	1	0	0
		Security Guard PT 30 hrs @ 30 hrs/wk	1	1	1
		Student Assistant	2	2	2
	Full time	Total	15	14	14
	Part time		3	2	2
	S/A		2	2	2
	S/H		0	0	0
		<u>Technology & Economic Develop.</u>			
		Director	1	1	1
		Network Administrator	0	0	1
		Senior Systems Analyst	1	1	0
		Computer Operator Trainee	1	1	0
		Systems Analyst	1	1	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
		<u>Call Center</u>			
		Manager of Customer Service	1	1	1
		Principal Clerk Typist	1	1	1
Promo -2		Customer Service Representative(Clerk Typist)	0	2	2
		Senior Clerk Typist	2	0	0
		Clerk Typist PT	0	0	1
	Full time	Total	4	4	4
	Part time		0	0	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	1
	Full time	Total	1	1	1

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			Proposed CY2017	CY2016	CY2015
		Engineering			
		Supervising Engineering Aide	1	1	1
New		Assistant Engineer (Civil)	2	1	1
Promo		Senior Engineering Aide	1	0	0
		Engineering Aide	0	1	1
		Supervising Drafting Technician	1	1	1
Promo		Principal Drafting Technician	1	0	0
		Senior Drafting Technician	0	1	1
		Administrative Clerk	1	1	0
		Secretarial Assistant, Steno	0	0	1
	Full time	Total	7	6	6
		Affordable Housing - (HUD GRANT)			
		Director, Neighborhood Preservation Program	1	1	1
		Housing Inspector/Zoning Officer	0	0	1
		Housing Inspector	1	1	0
		Housing Assistant Technician	1	1	1
		Senior Clerk Typist	1	1	1
	Full time	Total	4	4	4
	Part time		0	0	0
		Housing Inspections			
		Chief Housing Inspector	1	1	1
		Senior Housing Inspector	1	1	1
		Housing Inspector	2	2	2
		Senior Permit Clerk	0	0	1
Promo		Keyboarding Clerk 2	1	0	0
		Clerk Tpist	0	1	0
	Full time	Total	5	5	5
	S/A		0	0	0
	S/H		0	0	0
		Uniform Construction Code Office			
		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	0	1
		Electrical Inspector	2	2	1
		Plumbing Subcode Official	1	1	1
New		Plumbing Inspector	3	2	0
		Senior Plumbing Inspector	0	0	1
		Senior Technical Assistant CO	0	1	0
		Technical Assistant, Construction Officer	1	0	1
		Supervising Clerk	1	1	0
		Senior Permit Clerk	0	1	1
Promo - 2		Clerk 3	2	0	0
		Keyboarding Clerk II	0	1	1
		Clerk	0	0	1
		Electrical Inspector PT	1	0	0
		Plumbing Inspector PT	1	1	1
		Fire Protection Inspec. PT	1	1	1
	Full time	Total	16	15	14
	Part time		3	2	2
	S/A		0	0	0
	S/H		0	0	0

Hamilton Township Personnel Status 2017-2015

			Proposed CY2017	CY2016	CY2015
		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
		Total	169	169	169
		Civilian			
		Public Safety Telecommunicator	15	15	14
		Records Manager	1	1	1
		Property Clerk	2	2	2
		Systems Analyst	2	2	2
		Community Service Aide	1	1	1
		Supervising Data Entry Operator	0	1	1
		Supervising Clerk 4	1	0	0
		Administrative Secretary	1	1	1
		Principal Clerk Typist	4	4	4
		Senior Clerk Typist	8	8	8
		Senior Clerk	0	0	1
		Clerk Typist	2	1	0
		Clerk	0	1	1
		Police Matron PT	2	2	2
	Full time	Total	37	37	36
	S/A		2	2	2
	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 2017-2015

			Proposed CY2017	CY2016	CY2015
		<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	8
		Light Laborers	3	3	3
		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	2	2	1
		Mechanic	9	9	10
		Automotive Service Writer	1	1	1
		Welder	1	1	1
		Maintenance Helper	2	2	2
		Stock Handler	1	1	1
		Laborer, Heavy	0	1	1
	Full time	Total	17	18	18
	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
		<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

Hamilton Township Personnel Status 2017-2015

			Proposed CY2017	CY2016	CY2015
		<u>Buildings & Grounds</u>			
		Superintendant of Public Property	1	1	1
		General Supervisor	1	1	1
		Supervising Maintenance Repairer	2	2	3
		Supervisor, Building Service Worker	1	1	1
		Supervising Plumber	1	1	0
		Supervising Electrician	1	1	1
		Senior Electrician	1	1	1
Reorganization		Electrician	1	0	0
		Maintenance Repairer	7	7	7
		Carpenter	1	1	1
		Plumber	1	1	1
		Senior Stock Clerk	1	1	1
		Senior Building Maintenance Worker	3	3	2
		Building Maintenance Worker	2	2	1
		Building Service Worker	3	3	3
		Laborer, Heavy	3	3	3
		Laborer, Light	1	1	1
New		Building Service Worker PT	1	0	0
		Laborer, PT	2	2	0
	Full time	Total	31	30	28
	Part time		3	2	0
		<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
		Maintenance Repairer	2	2	2
		Heavy Equipment Operator	1	1	1
		Park Maintenance Worker	12	12	12
		Tree Climber	2	2	2
		Truck Drivers	2	2	2
		Laborer, Heavy	12	12	12
		Laborer, Light	1	1	1
		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	157	155
		<u>Animal Control Maintenance</u>			
		Supervising Animal Control Officer	1	1	1
		Assistant Animal Control Officer	2	2	2
		Animal Attendant	1	1	1
		Assistant Animal Control Officer PT	2	2	2
		Animal Attendant PT	3	3	3
	Full time	Total	4	4	4
	Part time		5	5	5
	S/A		0	0	0

			Proposed CY2017	CY2016	CY2015
		Environmental Health Services			
		Principal Registered Environmental Health Specialist	1	1	1
		Senior Registered Environmental Health Specialist	1	1	0
		Registered Environmental Hlth Specialist	1	1	2
		Senior Health Aide	1	1	1
		Supervising Clerk Typist	1	1	1
Promo		Senior Clerk Typist	1	0	0
		Clerk Typist	0	1	1
	Full time	Total	6	6	6
	Part time		0	0	0
	S/A		0	0	0
	S/H		0	0	0
		Public Health Services			
		Director/Health Officer	1	0	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	1
Promo		Principal Clerk Typist	2	1	1
		Senior Clerk Typist	0	1	1
		Clerk Typist	1	1	1
	Full time	Total	10	9	10
	Part time		0	0	0
	S/H		0	0	0
		Recreation Services			
		Director	0	1	1
		Program Coordinator, Special Events	1	1	1
		Supervisor of Accounts	1	1	0
		Supervising Account Clerk	0	0	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
		Happy Days Camp			
		Arts & Crafts Director	1	1	1
		Asst. Happy Days Director	2	2	2
		Counsellors	8	8	8
		Junior Counselors	14	14	14
		Custodian	1	1	1
		Happy Days Director	1	1	1
		Happy Days Nurse	1	1	1
	Full time	Total	3	4	4
	Part time		19	19	19
	S/H		43	43	43

Hamilton Township Personnel Status 2017-2015

			Proposed CY2017	CY2016	CY2015
		Senior Services			
		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 (Trust -1)	3	2	2
		Laborer, PT Drivers (2,560 hrs.)	5	5	5
	Full time	Total	6	6	6
	Part time		5	5	5
	S/A		3	2	2
		Library			
		Director	1	1	1
		Senior Librarian	3	3	3
		Librarian	3	3	3
		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	2
		Keyboarding Clerk IV	1	1	1
		Building Maintenance Worker	0	0	2
		Building Maintenance Worker PT	0	0	1
		Library Assistant PT	2	2	2
		Librarian PT	3	3	1
	Full time	Total	21	21	23
	Part time		5	5	4

Hamilton Township Personnel Status 2017-2015

			Proposed CY2017	CY2016	CY2015
		Summary - Full Time Employees	Proposed CY2017	CY2016	CY2015
		Sworn Officers	169	169	169
		Library Budget	21	21	23
		Current Budget	307	305	302
		UCC Budget	16	15	14
		Total Township FT Employees	513	510	508
		Civilian Personnel	344	341	339
		Police Officers	169	169	169
		Total Township FT Employees	513	510	508
			Proposed CY2017	CY2016	CY2015
		Personnel Changes 2016-2014			
		Grand Total FT Employees	3	2	
		Part Time Employees	Proposed CY2017	CY2016	CY2015
		Current	57	54	56
		Uniform Patrol Officers	0	0	0
		Library	5	5	4
		UCC	3	2	2
		Total Current Budget PT Employees	65	61	62

Township of Hamilton Personnel 3 Year Summary

