



Town of Knightdale

Staff Report

Title: Position Classification Plan Amendment

Staff: Marcey Bell, HR Director

Date: 12/21/22

Director Signature: MB

Asst. Town Manger Signature: SMY

Town Manager Signature: WRS

BACKGROUND INFORMATION

- Council adopts a Position Classification Plan each year for full-time employees with the annual operating budget. This plan outlines the number of positions within each department as well assignment of pay grades. This is the third amendment to the Full-Time plan.

SUMMARY

- Staff requests the following amendments:
 - Addition of Community Relations Department
 - Conversion of Economic Development Manager to Community Relations Director
 - Transition of Communications & Marketing Manager position to Community Relations Department

This change does not affect the total number of full-time positions.

RECOMMENDED ACTION

- Adopt Position Classification Plan Amendment 3.