



Rodney S. Marion  
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**TO:** S. Michael Rummel, Chairman

**FROM:** Rodney S. Marion, Human Resources Director  
Dawn Wucki-Rossbach

**RE:** Position Reclassification – Sheriff's Office

Open

Your favorable consideration is requested for the reclassification of a vacant Photo Lab Tech position to an Evidence Tech.

	<b>Minimum</b>	<b>Mid</b>	<b>Max</b>
<b>Vacant Position – S4 Photo Lab Tech</b>	39,374	49,608	59,508
<b>Proposed Position – S6 Evidence Tech</b>	50,252	63,148	75,961

Sheriff's Office currently has a vacant Photo Lab Tech position. There is a need for the Sheriff's Office to decrease evidence as required by State statute. Currently there are 2 Evidence Techs, but there is enough work available to sustain 3 full-time Techs.

As a result of the loss of a highly skilled Assistant Photo Lab Tech, many of the responsibilities have been reallocated to Evidence Technicians and Evidence Manager. With the addition of a new Evidence Technician it will allow staff to work on new assigned tasks in addition to their current work functions. The new less experienced Evidence Technicians can assume responsibility for basic functions, while the more experienced Evidence Technicians can assume some of the more complex duties that were part of the Assistant Photo Lab Tech position

**The difference in the hiring minimum will be \$10,878.**

It is HR's recommendation that this position be reclassified. Thank you for your consideration.