

Commission To Get Survey Of Jobs Next Week

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The Kroeger job classification and salary survey, which will provide meat for the bones of the new civil service ordinance, is scheduled to be in the hands of the county civil service commission one week from tomorrow, according to Commission Chairman Robert A. Kinzie Jr.

The analysis of county jobs and pay, being done by Louis J. Kroeger and Associates of San Francisco, is slightly overdue and some county officials have worried that it would not be submitted in time for consideration with next year's budget. Job classifications should be submitted to all county departments for inspection by the July 6 date also, Kinzie said.

So far several of the departments have received copies of the job classification report, which is broken down into two parts: a set of class specifications, describing work, duties and responsibilities of employes of each class, and a job allocation plan, describing the most efficient arrangement of jobs in each department.

Salary recommendations, based on salaries paid for similar work for private concerns in Santa Cruz county, have not yet been submitted.

The reshuffling of county jobs and pay was called for in the civil service ordinance, approved by voters last November.

The Kroeger firm also has been employed to set up a personnel office for the county, to select on merit basis a personnel manager, and to set up rules for administration of the new merit system.