

FY2013

A.	Hrs/Wk	\$/Hr	G/s	Weekly \$	Comb Week	Annual \$
Town Clerk	21	\$ 29.83	G9 s4	\$ 626.43		\$ 32,699.65
Admin Asst	19	\$23.26	G6 s4	\$ 441.94		\$ 23,069.27
					\$ 1,068.37	
						\$ 55,768.91
						More \$ 23,069.27

B.	Hrs/Wk	\$/Hr	G/s	Weekly \$		
Town Clerk	21	\$ 26.92	G9 s1	\$ 565.32		
Admin Asst	19	\$26.92	G9 s1	\$ 511.48		
					\$ 1,076.80	
						\$ 56,208.96
						More \$ 440.05

C.	Hrs/Wk	\$/Hr	G/s	Weekly \$		
Town Clerk	21	\$ 29.83	G9 s4	\$ 626.43		
Admin Asst	19	\$29.83	G9 s4	\$ 566.77		
					\$ 1,193.20	
						\$ 62,285.04
						More \$ 6,076.08

A. This could be accomplished by simple vote of the Selectmen to hire you.

B. This would require the Human Resource Board and the Selectmen agree to create a new job and a new position description on Grade 9. You would agree to take the new job at Step 1.

C. This would require the HRB & Selectmen agree to changing the Town Clerk position description to include the additional duties of Administrative Assistant to the other boards.