

## ORDINANCE No. 151362

An Ordinance establishing new salary rates for the classification of Data Entry Clerk (0140) in the Accounting Division of the Office of Fiscal Administration and declaring an emergency.

The City of Portland ordains:

Section 1. The Council finds:

1. The Bureau of Personnel established rates of pay for a new classification of Data Entry Clerk in September, 1980, for the Bureau of Financial Affairs. This classification was completed prior to the planned implementation of the internal data entry function.
2. Ordinance 150641 created four (4) positions of Data Entry Clerk (0140) in the Bureau of Financial Affairs and established salary rates in accordance with the recommendations of the Bureau of Personnel.
3. In January of 1981, the Office of Fiscal Administration requested that the salary rates be reviewed using the new information concerning the duties and scope of work performed by Data Entry Clerks and the local market comparisons.
4. The Bureau of Personnel has completed the review and recommended that new salary rates be established for the Data Entry Clerk classification.
5. No additional appropriation is required to fund these positions for the remainder of the 1980-81 fiscal year.

NOW, THEREFORE, the Council directs:

- a. New rates of pay are hereby established for the position of Data Entry Clerk as follows:

<u>Entry Rate</u>	<u>6 Month</u>	<u>1 Year</u>	<u>2 Year</u>	<u>3 Year</u>
\$4.98/hr.	\$5.29/hr.	\$5.58/hr.	\$6.03/hr.	\$6.57/hr.

Section 2. The Council declares that an emergency exists because the new pay rates recommended should take effect without delay in order to give proper compensation to those employed in this classification; therefore, this Ordinance shall be in force and effect from and after its passage by the Council.

Passed by the Council, **APR 8 1981**

Mayor Frank Ivancie  
March 25, 1981  
MB/me

Attest:

  
Auditor of the City of Portland

Calendar No. 1075

**ORDINANCE No. 151362**

**Title**

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THE COMMISSIONERS VOTED AS FOLLOWS:		
	Yeas	Nays
Jordan	/	
Lindberg	/	
Schwab	/	
Ivancie	/	

FOUR-FIFTHS CALENDAR	
Jordan	
Lindberg	
Schwab	
Ivancie	

Filed APR 3 1981

**GEORGE YERKOVICH**  
Auditor of the CITY OF PORTLAND

By *Garson Orrell*  
Deputy

INTRODUCED BY
Mayor Francis J. Ivancie

NOTED BY THE COMMISSIONER
Affairs
Finance and Administration <i>FJI/MK</i>
Safety
Utilities
Works

BUREAU APPROVAL
Bureau: Fiscal Administration
Prepared By: Marino Bual/me      Date: 3/25/81
Budget Impact Review:
<input checked="" type="checkbox"/> Completed <input type="checkbox"/> Not required
Bureau Head: Mark Gardiner

CALENDAR
Consent <input checked="" type="checkbox"/> Regular <input type="checkbox"/>

NOTED BY
City Attorney
City Auditor
City Engineer