

RESOLUTION NO. 15-54

**A RESOLUTION TO ESTABLISH THE POSITION
OF OFFICE ASSISTANT**

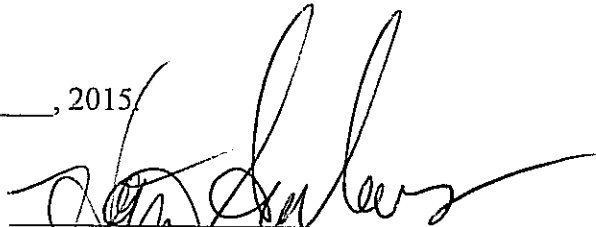
**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PINSON,
ALABAMA** while in regular session on Oct 1, 2015, at 7 p.m. as follows:

1. The Mayor is authorized and directed to employ an individual to fill the position of Office Assistant. The job description for this position is attached hereto as Exhibit A to this Resolution.


2. The Office Assistant shall report to the City Clerk

3. The Office Assistant is a part time position estimated to be 20 hours per week. The Office Assistant shall be an at-will employee of the City of Pinson, and said employment may be terminated at any time.

ADOPTED this the 1st day of Oct., 2015.


HOYT SANDERS, MAYOR

ATTEST:


_____, CITY CLERK/TREASURER