



**CITY OF MARSHFIELD, WISCONSIN
POLICIES AND PROCEDURES**

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|-------------------|-------------------------|
| 1. COMMON COUNCIL | 4. FINANCIAL |
| 2. ADMINISTRATIVE | 5. PUBLIC WORKS |
| 3. PERSONNEL | 6. PARKS AND RECREATION |

CHAPTER: Affirmative Action and Equal Employment Opportunity

SUBJECT: Management Personnel, Department Heads and Division Head Definitions

POLICY NUMBER: 3.135

PAGES: 2

EFFECTIVE DATE: December 19, 1980

REVISION DATE: May 27, 2014

PERMANENT DELETION DATE:

DEPARTMENTS OF PRIMARY RESPONSIBILITY: City Administrator's Office

APPROVED BY:

Special Notes: This policy/procedure manual does not in any way constitute an employment contract and the City of Marshfield reserves the right to amend this manual at any time subject only to approval by the Common Council.

POLICY:

Management personnel shall include the following:

- City Assessor
- City Clerk

- Assistant Finance Director
- Assistant City Engineer
- Assistant Street Superintendent
- Assistant Wastewater Superintendent
- Building Services Supervisor
- City Administrator
- City Engineer
- City Surveyor
- Civil Engineer II
- Deputy Assessor
- Deputy Fire Chief
- Director of Planning and Economic Development

- ❑ Director of Public Works
- ❑ Finance Director
- ❑ Fire Chief
- ❑ GIS Coordinator
- ❑ Human Resources Manager
- ❑ Librarian I
- ❑ Librarian II
- ❑ Library Director
- ❑ Parks and Recreation Director
- ❑ Parks and Recreation Supervisor
- ❑ Parks and Recreation Maintenance Supervisor
- ❑ City Planner
- ❑ Police Chief
- ❑ Police Lieutenant
- ❑ Police Sergeant
- ❑ Police Staff Services Supervisor
- ❑ Street Superintendent
- ❑ Technology Analyst
- ❑ Technology Director
- ❑ Wastewater Utility Superintendent

POLICY:

Department Heads of the City shall include:

- ❑ City Assessor
- ❑ City Clerk

- ❑ City Administrator
- ❑ Director of Planning and Economic Development
- ❑ Director of Public Works
- ❑ Finance Director
- ❑ Fire Chief
- ❑ Library Director
- ❑ Parks and Recreation Director
- ❑ Police Chief
- ❑ Technology Director

Division Heads of the City shall include:

- ❑ City Engineer
- ❑ Building Services Supervisor
- ❑ Street Superintendent
- ❑ Wastewater Utility Superintendent