



CONTACT INFORMATION

Requester: Ken ReckerTitle of Requester: Chief Deputy Drain CommissionerDept. Phone Number/Extension: 517-552-6772Date Requested: 6/19/25

POSITION INFORMATION

Position Title: Senior AccountantSupervisor: Chief Deputy Drain Commissioner

1. Is the purpose of this request to fill a position as a result of a vacancy?

Yes ☐ No ☒

If so, name of person last holding this position: _____

2. Is the purpose of this request to reclassify a current position?

Yes ☒ No ☐3. Is the purpose of this request to change the scheduled hours of an existing position? Yes ☐ No ☒ From: _____ To: _____

If so, name of current incumbent: _____

4. Is the purpose of this request to transfer a current position?

Yes ☐ No ☒

If so, Current Department: _____ Proposed Department: _____

Position Type: Regular ☒ Term/Grant ☐ Temp. ☐ Unpaid ☐ Special ☐Position Status: Full Time (30+) ☒ Part-Time (21-29) ☐ Part-Time (20 or Less) ☐ Number of hours per week: _____Justification of request / change of position (REQUIRED): Changes in duties and complexity of accounting duties of the Drain Commissioner's office, which includes accounting for all Department of Public Works functions and special assessment responsibilities under the Michigan Drain Code (Act 40 of the Public Acts of 1956, as amended)

FUNDING INFORMATION

(Aaron Everest is currently in position)

Base Annual Salary: 89502.40 46.27 hr./96,241.60 yr. This position is funded in whole or in part by a grant: Yes ☐ No ☒ % Funded: _____Allocation (Required): Current: Org. 442 % 100 Proposed (If changing): Org. _____ % _____Position will be funded by: General Fund ☒ Enterprise Fund ☐ Special Revenue Fund ☐ Internal Service Fund ☐

REQUIRED APPROVALS

 6/19/25
Supervisor (if applicable) Date 6/19/25
Department Head Date

HR OFFICE ONLY

Job Class: 7101 Job Title: Senior Accountant Grade/Step: N10H / 1FTE: 1.0 Employee Group: NU HR Reviewed: Amy Hill Date: 06.20.2025

BUDGET OFFICE ONLY

Position Control # 27500116 Org. 10144200Funds Available: Yes ☒ No ☐ Object Code: 704000 ☒ 706000 ☐ 706001 ☐Comments: requires personnel committee approvalBudget Reviewed:  6/27/25
Date:

Resolution #: _____ Board Authorized on Date: _____