

CITY OF JONESBORO
Human Resources

TOP 5 ACCOMPLISHMENTS FOR 2009

1. Accomplished walk through audit with Municipal league and fixed deficiencies
2. All HR files scanned into R2M
3. Coordinated with Johanson for pay plan/classification study
4. Completed HR forms put out on shared folder
5. Completed Real Value Statements and distributed

TOP 5 GOALS & OBJECTIVES FOR 2010

1. Publish revised handbook
2. Publish revised safety manual
3. Implement an on-line applicant tracking system
4. More training for supervisors and employees
5. Work on improving Non-uniform retirement system



City of Jonesboro Operating Budget FY 2010

Fund: General Fund

Department: Human Resource

Account Name	2008 Actual	2009 Budget	2010 Budget	Difference
Salaries- Human Resource	126,971	135,880	99,139	(36,741)
Holiday Pay	2,030	2,090	1,525	(565)
Group Insurance		15,000	12,000	(3,000)
Pension Contribution-City		7,515	11,000	3,485
Payroll Taxes	8,596	8,733	6,241	(2,492)
Expenses (Travel & Training)	5,608	3,700	4,700	1,000
Part-Time Salaries	18,392	3,080	0	(3,080)
Insurance		286	0	(286)
Professional Services	37,731	24,000	19,680	(4,320)
Office Exp./Postage/Printing	866	500	500	0
Advertising	17,645	4,270	1,000	(3,270)
Supplies	9,263	5,000	2,500	(2,500)
Office Supplies		1,000	1,000	0
Dues & Subscriptions	2,581	780	935	155
Miscellaneous	25	25	0	(25)
Unemployment/Wkms.Comp.		6,000	868	(5,132)
Medicare Contributions	2,010	2,067	1,460	(607)
Budget Control		24,500	0	(24,500)
TOTAL	231,717	244,426	162,548	(81,878)

City of Jonesboro Authorized Position FY 2010

Fund: General Fund

Human Resource Department Total Staff of 2 Employees

- 1 Human Resource Direc
- 1 HR Safety Tech

Job Title	Salary
HR Safety Tech	35,860.00
Human Resource Direc	63,279.59
TOTAL	99,139.59