

**HUMAN RESOURCES DEPARTMENT  
WOODBURY COUNTY, IOWA**

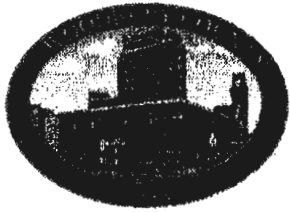
3b  
03/11/14

DATE: March 11, 2014

**AUTHORIZATION TO INITIATE HIRING PROCESS**

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Secondary Roads	Temporary Summer Laborers (5)	Wage Plan: \$9.00-\$10.00/hour  Based on Experience.	X	
Secondary Roads	Temporary Engineering Aides (2)	Wage Plan: \$10.00-\$12.50/hour  Based on Experience.	X	
	*Please See Attached Memo of Explanation			

*George W. Bapfen*  
Chairman, Board of Supervisors



# Woodbury County Secondary Roads Department

759 E. Frontage Road • Merville, Iowa 51039  
Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

COUNTY ENGINEER  
Mark J. Nahra, P.E.  
mnahra@sioux-city.org

ASSISTANT TO THE COUNTY ENGINEER  
Benjamin T. Kusler, E.I.T.  
bkusler@sioux-city.org

SECRETARY  
Tish Brice  
tbrice@sioux-city.org

To: George Boykin, Woodbury County Board of Supervisors Chair  
County Supervisors  
Woodbury County Human Resources Department

From: Mark J. Nahra, County Engineer

Date: March 6, 2014

Subject: Summer hire positions

I am requesting the authority to hire five (5) temporary maintenance staff summer positions and two (2) summer engineering aides. We fill these positions annually and appropriately budget for the temporary staff.

We utilize the temporary summer maintenance staff to assist full time maintenance employees with traffic control flagging and with our AMZ pavement patching crew. These positions provide summer work for college students and allow us to use our full time staff members in equipment operation rather than traffic control. This allows us to get more work done each day as skilled full time staff can concentrate on running equipment, not directing traffic.

The engineering aides assist our full time engineering technicians with survey and project inspection work. Our summer project work load will again be heavy this year. We hire two engineering aides each summer.

Please contact me if you have any questions. Thank you for your assistance and attention.