

RESOLUTION #92-3-19-A

RESOLUTION ADOPTING JOB DESCRIPTIONS AND JOB TASK ANALYSIS.

WHEREAS, the Board of County Commissioners recognizes the need for providing written job descriptions and job task analysis establishing minimum qualifications, essential job duties, task analysis, physical functions and to effectively describe working conditions; and

WHEREAS, the Board of County Commissioners have determined that consideration shall be given to the employer's judgment as to what functions of a job are essential, and if an employer has prepared a written description before advertising or interviewing applicants for the job, this description shall be considered evidence of the essential functions of the job; and

WHEREAS, the Elected Official/Department Head from each department have developed job descriptions and job task analysis for each position within their department; and

WHEREAS, the Americans With Disabilities Act recommends that written job descriptions and job task analysis be adopted as a key to compliance; and

WHEREAS, these job descriptions and job task analysis were formulated with those recommendations in mind and for the specific purpose of complying with the Americans With Disabilities Act.

NOW THEREFORE BE IT RESOLVED, that the Board of County Commissioners hereby adopt the job descriptions and job task analysis submitted by the Grant County Elected Officials/Department Heads.

PASSED, APPROVED and ADOPTED, this 19th day of March, 1992.

BOARD OF COUNTY COMMISSIONERS
GRANT COUNTY, NEW MEXICO

Manuel T. Serma
MANUEL T. SERNA, CHAIRMAN

David D. Diaz
DAVID D. DIAZ, MEMBER

Carl W. Scholl
CARL W. SCHOLL, MEMBER

ATTEST:

Mary Ann C. Carrillo
MARY ANN C. CARRILLO, CLERK