



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

## Legislation Details (With Text)

**File #:** 23-2148      **Version:** 1      **Name:**

**Type:** Job Description      **Status:** Passed

**File created:** 10/2/2023      **In control:** Town Council

**On agenda:** 10/25/2023      **Final action:** 10/25/2023

**Title:** MOTION to approve proposed updates to the Director of Human Resources Job Description as presented in the draft dated October 11, 2023.

**Attachments:** 1. Human Resources Director -Draft-2023-10-11-.pdf

Date	Ver.	Action By	Action	Result
10/25/2023	1	Town Council	Approved and so declared	Pass
10/11/2023	1	Administration Committee	Recommended for Approval	Pass

### JOB DESCRIPTION

**Motion/Request:**

MOTION to approve proposed updates to the Director of Human Resources Job Description as presented in the draft dated *October 11, 2023*.

**Background:**

The Director of Human Resources job description was posted as a draft to hire the most recent staff member in the position.

No details have been changed, Human Resources Department was simply looking to finalize and replace the outdated descriptions from as early as 1988.

**Department Comment/Recommendation:**

(type text here)

**Human Resources Comment/Recommendation:**

It is the recommendation of Human Resources that these job description be approved and finalized.

**Financial Information:**

(type text here)

**Mayor Comment/Recommendation:**

I support the much needed update to this job description.