

RESOLUTION NO. 2012-75

A RESOLUTION BY THE MAYOR AND COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, ARIZONA, ADOPTING THE AMENDED JOB DESCRIPTION OF ACCOUNT CLERK II INTO THE JOB DESCRIPTION MANUAL FOR THE CITY OF WILLCOX.

WHEREAS, the City of Willcox adopted the job description manual as an official statement by Resolution 00-11; and

WHEREAS, the position of Account Clerk II, is included in the manual; and

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Willcox, Cochise County, Arizona, that the amended attached job description for Account Clerk II shall be adopted and the job description shall be included in the manual for the City of Willcox.

PASSED AND ADOPTED by the Mayor and Council of the City of Willcox, Cochise County, Arizona on this 20th day of August, 2012.

APPROVED/EXECUTED:

/s/ Robert A. Irvin
MAYOR, ROBERT A IRVIN
Signed: 08-22-2012

ATTEST:

APPROVED AS TO FORM:

/s/ Virginia A. Mefford
City Clerk, Virginia A. Mefford

/s/ Hector M. Figueroa
City Attorney, Hector M. Figueroa, Esq.

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