AGENDA REQUEST FORM
THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

MEETING DATE | 2018-05-22 10:05 - Regular School Board Meeting

Special Order Request
◯ Yes ◉ No

ITEM No.:

CC-1.

AGENDA ITEM | ITEMS

CATEGORY | CC. BOARD POLICIES

DEPARTMENT | Compensation (Human Resources)

Time

Open Agenda
◉ Yes ◯ No

TITLE:

Proposed Revised Job Description for the Process Analyst, Procurement & Warehousing Services Position

REQUESTED ACTION:

Adopt the proposed revised job description for the Process Analyst, Procurement & Warehousing Services Position. This is the **Final** reading.

SUMMARY EXPLANATION AND BACKGROUND:

The job description for the Process Analyst, Procurement & Warehousing Services position is being revised to better align the qualifications and primary performance responsibilities of the position, based upon the expected scope of work. The job description was publicized for rule adoption in compliance with Florida Statutes on April 12, 2018. See attached Executive Summary.

Copies of all supporting documents are available at the Board Members' Office on the 14th floor of the K.C. Wright Administration Center and available online via the Broward County Public Schools eAgenda at: http://webapp.browardschools.com/eAgenda/

SCHOOL BOARD GOALS:

◉ **Goal 1: High Quality Instruction** ◉ **Goal 2: Continuous Improvement** ◉ **Goal 3: Effective Communication**

FINANCIAL IMPACT:

The revision to this job description represents no additional financial impact to the District.   Please see attached Executive Summary.

EXHIBITS: (List)

(1) Executive Summary (2) Job Description

BOARD ACTION:

(For Official School Board Records Office Only)

SOURCE OF ADDITIONAL INFORMATION:

Name: Rose M. Hall	Phone: 754-321-0144
Name: Maurice L. Woods	Phone: 754-321-2610

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Senior Leader & Title

Craig J. Nichols - Chief Human Resources & Equity Officer

Approved In Open
Board Meeting On:

By:

Signature

School Board Chair

Electronic Signature
Form #4189   Revised 08/04//2017
RWR/ CJN/MLW/RMH:im