

HONOLULU EMERGENCY SERVICES DEPARTMENT  
**CITY AND COUNTY OF HONOLULU**

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KIRK CALDWELL  
MAYOR

MARK K. RIGG  
DIRECTOR

IAN T. T. SANTEE  
DEPUTY DIRECTOR

April 23, 2014

The Honorable Ernest Y. Martin  
Chair and Presiding Officer  
and Members  
Honolulu City Council  
530 South King Street, Room 202  
Honolulu, Hawaii 96813

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C & C OF HONOLULU  
2014 APR 28 AM 9:46

Dear Chair Martin and Councilmembers:

Section 2-17.2 (a) of the Revised Ordinances of Honolulu relating to the execution of the Executive Operating Budget authorizes the Mayor to establish, fill and allot funds for additional temporary positions that are not included in the Executive Operating Budget Ordinance, upon prior notification to the City Council. In accordance with the provisions of this ordinance, notification is hereby submitted for one (1) Medical Technologist I position for the Honolulu Emergency Services Department, Health Services Branch. Additional required information on this position is as follows:

1. Type of Temporary Position Required:

One (1) part-time Medical Technologist I to assist with the medical pre-examinations for pre-employment and for existing employees as allowed under Section 6-1103(h) of the Revised Charter of the City and County of Honolulu.

2. Anticipated Duration of the Employment of the Temporary Position:

April 29, 2014 through June 30, 2014.

Possible extensions/renewals as required and allowable under City Charter.

3. Cost of the Temporary Position:

\$4,387.86 (25.66/hr x 19 hrs/wk x 9 weeks)

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4. Source of Budgetary Savings, Which Will Accrue to Finance the Temporary Position:

Funds are available from the vacant Medical Technologist I, HD753.

5. Unforeseen or Emergency Circumstance Justifying the Need for the Temporary Position:

This contract position will, under the guidance of the Laboratory Supervisor, perform medical pre-examinations for employment and for existing employees.

Sincerely,



Mark K. Rigg  
Director

APPROVED:



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Ember Lee Shinn  
Managing Director

cc: BFS – Budgetary Administration Division