

Personnel Management and Services
Nelson E. Diaz, Deputy Superintendent

**SUBJECT: APPOINT AND ASSIGN:
COORDINATOR II,
INVENTORY CONTROL**

The following recommendation is made in accordance with the Miami-Dade County Public Schools/Dade County Schools Administrators' Association labor contract.

This open budgeted position is due to the retirement of the incumbent.

Mr. Thomas Jones, Jr., currently a Coordinator I, Capital Improvement, pay grade 40, Maintenance Materials Management, is recommended for appointment to the open, budgeted position of Coordinator II, Inventory Control, pay grade 41, Maintenance Materials Management. Mr. Jones received a Bachelor of Science Degree from Florida Agricultural and Mechanical University, Tallahassee, Florida. Since 1987 to the present, Mr. Jones has been employed by Miami-Dade County Public Schools as an Administrative Assistant III, Stockroom and a Coordinator I, Capital Improvement, his current position.

This recommendation is the direct result of the Board-approved advertisement and selection process.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, appoint Mr. Thomas Jones, Jr., currently a Coordinator I, Capital Improvement, pay grade 40, to the open budgeted position of Coordinator II, Inventory Control, pay grade 41, 12 months, and assign to Maintenance Materials Management, effective June 24, 1999, or as soon thereafter as can be facilitated.

NED/vh