

CIVIL SERVICE COMMISSION
AGENDA
Thursday, December 19, 2013
3:30 P.M., ROOM 102A, CITY HALL

I. Approval of the minutes of the meeting (regular and executive) on November 21, 2013.

II. Commission Correspondence: **None**

III. Classification/Reclassification:

Administration/DHRM Classify: (1)	Clerk III/Typing/Temporary (11/3/13 – 2/1/14) Br. 7 (\$30,219 - \$37,778) Competitive
Administration/DHRM Classify: (1)	Exam Supervisor/Temporary (11/3/13 – 12/21/13) Br. P460 (\$14.91) Competitive
DES/Operations & Parks / Building Services Classify: (1)	Clerk II Br. 9 (\$31,734 – \$40,063) Competitive
DRYS/Recreation Administration Classify: (1)	Youth Worker /PT Br. N400 (\$8.17) Labor
ECD/311 Classify: (1)	Service Representative Bilingual/PT Br. N812 (\$16.53 - \$18.69) Competitive
ECD/311 Classify: (1)	311 Call Center Trainer/PT Br. N200 (\$24.31- \$27.48) Competitive
IT/Business Process Services Classify: (1)	Business Analyst I Br.25 (\$57,349 – \$75,618) Competitive
RFD/Suppression Classify: (11)	Firefighter Br. 80 (\$38,190 - \$66,691) Competitive
RPD/Operations/Animal Services Classify: (2)	Animal Control Officer/PT Br. P128 (\$16.53 - \$18.68) Competitive
RPD/Investigations/Operations Classify: (1)	Police Investigator Temp (Temp 12/4/13 – 6/3/14) Br, 191 (\$72,665 - \$77,077) Competitive
RHA Classify: (1)	Junior Accountant \$32,000 - \$42,000 Competitive

IV. Adoption of Job Specifications:

- ω 311 Call Center Trainee/Part Time
- ω Housing Specialist - RHA
- ω Police Officer

V. **A.** Establishment of Civil Service Eligible List(s):

- ω Librarian I, ECRT1455
- ω Librarian II, EOC60387 (Revised)
- ω Senior Surveying Technician, 13EOC61450

B. Close-out of examination process:

- ω Principal Engineering Technician/CADD, 13EP73396
- ω Principal Engineering Technician/CADD, 13EOC61067

VI. Request for Extension of Civil Service Eligible Lists(s):

- ω 911 Operations Manager, 12ELP1123
- ω 911 Shift Supervisor, 12ELP1122
- ω Associate Real Estate Specialist, 11EOC64869
- ω Cashier/Bilingual, 12EOC62786
- ω Cashier/Bilingual, 12EP71590
- ω Clerk II, 11EP79444
- ω Clerk II/Bilingual, 11EOC64716
- ω Clerk II/Bilingual, 11EP79445
- ω Police Investigator, 12EP71279
- ω Public Safety Aide, 12EOC65868
- ω Victim Assistance Counselor, 10EOC61790

VII. Request for extension of temporary positions:

- ω One position of Police Sergeant (encumbered by Matthew Carpenter) in the Rochester Police Department.
- ω One position of Police Lieutenant (encumbered by Kevin Koehn) in the Rochester Police Department.

VIII. Transfers: **None**

IX. Reinstatement requests:

- ω RHA is requesting permission to reinstate Jenelle Aguero to the title of Junior Accountant.

THE END