

CIVIL SERVICE COMMISSION
GENERAL SESSION AGENDA
Thursday, March 28, 2019
3:30 P.M., ROOM 102A, CITY HALL

- I. Approval of the Minutes of the meeting (General and Executive) on February 28, 2019.
- II. Commission Correspondence: **None**
- III. Classification/Reclassification:

Administration/Law Classify: (1)	Director of Policy Br. 28 (\$71,070 - \$93,708) CPEX
Administration/DHRM Classify: (1)	Business Analyst I/On-Call/Temporary (3/4/19 – 6/30/19) Br. 258N (\$30.14 - \$39.75) Competitive
RFD/Chiefs Office Classify: (1)	Battalion Chief/Temporary (3/4/2019 – 6/30/2019) Br. 85 (107,665 - \$117,510) Competitive
DES/Architecture & Engineering Classify: (1)	Architect Br. 24 (\$60,084 - \$79,224) Competitive
DES/Architecture & Engineering Classify: (1)	Senior Engineer/Construction/Temporary (2/25/19 – 2/24/20) Br. 29 (\$73,965 - \$97,524) Competitive
DES/Operations/Street Maintenance Classify: (1)	Special Equipment Operator/Temporary (2/25/19 – 6/30/19) Br. 64 (\$19.28 - \$24.49) Non-Competitive
DES/Operations/Special Services Classify: (1)	Laborer/Temporary (2/25/19 – 2/24/20) Br. 57 (\$16.28 - \$20.32) Non-Competitive
NBD/Buildings & Zoning Classify: (1)	Clerk III/Typing/Temporary (3/4/19 – 3/3/20) Br. 7 (33,038 - \$41,302) Competitive
FINANCE/Parking Classify: (1)	Parking Equipment Mechanic Br. 10 (\$35,561 - \$45,158) Non-Competitive
FINANCE/Purchasing Classify: (1)	Project Assistant / Seasonal Br. N120 (\$20.65 - \$23.35/hourly) Non-Competitive
DRYS/BEST Classify: (2)	Summer Program Coordinator/Seasonal Br. P338 (\$20.43) Non-Competitive
RPD/Operations/Animal Services Classify: (1)	Animal Care Technician/Temporary (2/27/2019-5/26/2019) Br. 2 (\$29,577-\$36,406) Non-Competitive

IV. Adoption of Job Specifications:

- o Clerk II
- o Clerk II/Bilingual
- o Clerk II/Typing
- o Clerk II/Typing/Bilingual
- o Clerk III
- o Clerk III/Bilingual

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

- o Lead Police Information Clerk, 18EP74506
- o Public Safety Aide/PT, 18EOC61665

B. Close-out of examination process: **None**

VI. Request for Extension of Civil Service Eligible Lists:

- o Assistant Library Director III, 18EOC66526
- o Benefits Assistant, 18EOC60677
- o Communications Research Assistant, 18EOC61777
- o Coordinator/Horticultural & Environmental Programming, 17EOC63333
- o Digital Media Associate, 18EOC63203
- o Digital Media Specialist, 18EOC66201
- o Director of Finance/RHA, 17EOC68414
- o Engineer I, 18EOC65983
- o Engineer II, 18EP78158
- o Engineer II, 18EOC65026
- o Engineer III, 18EOC65402
- o Engineer III, 18EP78161
- o Human Resource Associate, 18EOC60668
- o Human Resource Associate/Bilingual, 18EOC60669
- o Junior Accountant, 17EOC61012
- o Librarian II, 18EP79021
- o Librarian II, 18EOC66510
- o Librarian IV, 17EP77024
- o Librarian IV, 17EOC69219
- o Personnel Management Assistant, 18EP78890
- o Personnel Management Supervisor, 18EP70996
- o Police Paralegal, 16EOC67497
- o Principal Graphic Designer, 16EP71927
- o Principal Graphic Designer, 16EOC65429
- o Recreation Center Director, 18EP78593
- o Recreation Supervisor, 18EP78594
- o Recreation Supervisor/Bilingual, 18EP78595
- o Secretary to the Executive Director/RHA, 17EOC69646

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

- o Senior Accountant, 17EOC69302
- o Senior Human Resource Associate, 18EOC68419
- o Senior Property Rehabilitation Specialist/RHA, 18EOC68417
- o Superintendent of Water Distribution, 18EOC63880
- o Superintendent of Water Distribution, 18EP71055
- o Water Distribution Trainee, 18EOC63298
- o Water Operations Supervisor, 18EP77793
- o Water Operations Supervisor, 18EOC69297

VII. Request for Extension of Temporary Positions: **None**

VIII. Transfers: **None**

IX. Reinstatement Requests: **None**

X. Request for Extension of Provisional Appointments:

- o The Rochester Housing Authority is requesting permission to extend (4) Provisional appointments per Section 63.5.

THE END