

CIVIL SERVICE COMMISSION
GENERAL SESSION AGENDA
Thursday, April 27, 2017
3:30 P.M., ROOM 102A, CITY HALL

- I. Approval of the minutes of the meeting (regular and executive) on March 30, 2017.
- II. Commission Correspondence: **None**
- III. Classification/Reclassification:

DES/Buildings & Park/Building Services Classify: (1)	Senior Account Clerk/Temporary (4/3/17 – 5/28/17) Br. 10 (\$34,180 - \$43,405) Competitive
NBD/Commissioner's Office Classify: (1)	Permit Office Manager/Temporary (4/3/17 – 5/28/17) Br. 28 (\$68,309 - \$90,069) Competitive
DRYS/Commissioner's Office Classify: (5)	Youth Intervention Aide/Seasonal (4/13/17-6/30/17) Br. P850 (\$18.33) Non-Competitive
DRYS/Recreation Administration Classify: (1)	Sr. Recreation Supervisor Br. 18 (\$43,614-\$56,924) Competitive
DRYS/BEST & Youth Services Classify: (1)	Grants Specialist/Bilingual Br. 20 (\$46,497-\$61,636) Competitive
RPD/Operations/Animal Services Classify: (1)	Animal Care Technician/Temporary (4/10/17-7/9/17) Br. 2 (\$28,428-\$34,992) Non-Competitive
Rochester Housing Authority Classify: (1)	Master Electrician/RHA Range: \$48,600 - \$57,000 Competitive
Rochester Housing Authority Classify: (2)	Clerk III / Typing Range: \$26,444 - \$36,162 Competitive
Rochester Housing Authority Classify: (1)	Mail Room Clerk Range: \$24,000 - \$32,000 Competitive
Rochester Housing Authority Classify: (1)	Director of Information Technology / Temporary (until 12/31/17) Range: \$70,000 - \$84,000 Competitive

IV. Adoption of Job Specifications:

- 911 Dispatcher I
- 911 Shift Supervisor
- Mail Room Clerk / RHA
- Master Electrician / RHA
- Service Representative
- Service Representative / Bilingual

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

- 911 Dispatcher I, ELCR1031-1
- 911 Telecommunicator, ELCR2851-1
- Assistant Service Manager, 17EOC66777
- Assistant Service Manager, 17EP75769
- Fire Equipment Maintenance Supervisor, 17EOC69611
- Librarian I, ECRT1455
- Librarian II, 17EOC69215
- Librarian II, 17EP77023
- Librarian IV, 17EP77024
- Librarian IV, EOC69219
- Secretary to the Executive Director/RHA, 17EOC69646

B. Close-out of examination process:

- Fire Equipment maintenance Supervisor, 17EP72815

VI. Request for Extension of Civil Service Eligible Lists(s): **None**

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

VIII. Transfers: **None**

IX. Reinstatement Requests:

- The Emergency Communication Department is requesting the reinstatement of Courtney Wehbring to the title of 911 Telecommunicator to fill an opening in the 911 Call Center.

THE END