

CIVIL SERVICE COMMISSION
GENERAL SESSION AGENDA
Thursday, December 19, 2019
3:30 P.M., ROOM 102A, CITY HALL

I. Approval of the Minutes of the meeting (General and Executive) on November 21, 2019.

II. Commission Correspondence: **None**

III. Classification/Reclassification(s):

DES/Commissioner's Office Classify: (1)	Clerk III/Typing Br. 7 (\$33,699 - \$42,128) Competitive
DES/Architecture & Engineering Classify: (1)	Administrative Assistant Br. 16 (\$43,464 - \$55,789) Competitive
DES/Architecture & Engineering Classify: (1)	Administrative Assistant/Temporary (Temporary to 6/30/20) Br. 16 (\$43,464 - \$55,789) Competitive
DES/Architecture & Engineering Classify: (1)	Senior Engineer Br. 29 (\$75,444 - \$99,474) Competitive
DES/Water/Distribution Classify: (1)	Water Distribution Trainee Br. 59 (\$17.36 - \$21.72) Competitive
DES/Water/Engineering Classify: (1)	Engineering Technician/Temporary (Temporary to 12/18/20) Br. 12 (\$38,343 - \$49,148) Competitive
Library/Central Classify: (1)	Senior Historical Researcher Br. 21 (\$51,313 - \$65,409) Competitive
NBD/Business & Housing Development Classify: (1)	Senior Economic Development Specialist/Temporary (12/16/19 – 1/26/19) Br. 24 (\$61,286 - \$80,808) Competitive
NBD/Business & Housing Development Classify: (1)	Senior Community Housing Planner Br. 24 (\$61,286 - \$80,808) Competitive
NBD/Business & Housing Development Classify: (1)	Business Liaison/Temporary (11/18/19 – 12/18/19) Br. 22 (\$56,289 - \$74,220) Competitive
NBD/Business & Housing Development Classify: (1)	Business Liaison Br. 22 (\$56,289 - \$74,220) Competitive
NBD/Buildings & Zoning Classify: (1)	Manager of Zoning/Temporary (11/19/19 – 2/2/20) Br. 30 (\$78,703 - \$103,775) Competitive
NBD/Buildings & Zoning Classify: (1)	Senior Service Assistant Br. 11 (\$37,260 - \$47,495) Competitive

DRYS/Commissioner's Office Classify: (1)	Clerk II Br. 9 (\$35,387 - \$44,675) Competitive
DRYS/Recreation Classify: (3)	Rink Aide/Seasonal (12/1/19 – 1/5/20) Br. N448 (\$11.10) Non-Competitive

IV. Adoption of Job Specification(s):

- 911 Shift Supervisor

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

- Clerk III/Typing/Bilingual, EDCRT0635
- Code Compliance Coordinator, 19EP74053
- Librarian I, 19ECRT1455
- Library Assistant/Bilingual, 19EOC60802
- Plans Examiner, 19EOC68109
- Plans Examiner, 19EP72312
- Senior Code Enforcement Officer, 19EP74804
- Senior Code Enforcement Officer/Bilingual, 19EP79839

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

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

- Administrative Analyst, 16EP72918
- Area Coordinator, 16EOC69220
- Assistant HVAC Engineer/RHA, 17EOC64628
- Assistant Operations Superintendent, 17EOC61559
- Assistant Operations Superintendent, 17EP78117
- Assistant Service Manager, 18EOC66660
- Assistant Service Manager, 18EP71477
- Assistant Special Events Operations Manager, 17EOC69323
- Assistant Supervisor of Animal Control, 17EOC63143
- Associate Administrative Analyst, 16EP72920
- Automated Systems Control Specialist, 17EP70911

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

- Clerk II, 17EP78288
- Clerk II/Bilingual, 17EOC63286
- Clerk III, 17EOC63920
- Clerk III/Bilingual, 17EOC63928
- Computer Aide Library/Part Time, 17EOC66630
- Credit Manager, 17EP78138
- Dispatcher, 16EOC69789
- EMD Quality Improvement Coordinator II, 17ELOC1704
- Employee Safety Coordinator, 18EOC65011
- Engineering Technician, 17EOC63259
- Family Self Sufficiency Supervisor/RHA, 18EP75837
- Fleet Maintenance Technician, 18EOC66651
- Genealogy Specialist, 16EOC63264
- Housing Specialist/RHA, 18EOC63536
- Junior Architect, 16EOC63845
- Lead Police Information Clerk, 18EP74506
- Mail Room Clerk/Part Time, 16EOC63412
- Police Evidence Technician, 18EOC69783
- Police Information Clerk, 17EOC64166
- Police Investigator, 16ELP1615
- Pregnancy Prevention Trainer, 17EOC61252
- Principal Account Clerk, 16EP70997
- Principal Staff Assistant, 16EP71727
- Professional Development Specialist, 16EOC63652
- Professional Development Specialist/Bilingual, 16EOC63653
- Program Development Specialist, 17EOC66003
- Public Safety Aide/Part Time, 18EOC61665
- Recreation Leader, 16EOC69060
- Recreation Leader/Bilingual, 16EOC69062
- Resource Collector, 16EOC63647
- Resource Collector, 16EP70999
- Senior Administrative Analyst, 16EP72921
- Senior Professional Development Specialist, 16EOC63688
- Senior Property Clerk, 16EP70936
- Senior Recreation Supervisor, 16EP71027
- Water Quality Laboratory Assistant, 17EOC69290
- Water Quality Laboratory Technician, 17EOC60943
- Youth Services Assistant, 17EOC69304

VII. Request for Extension of Temporary Position(s): **None**

VIII. Transfer(s): **None**

IX. Reinstatement Request(s):

- The Emergency Communications Department is requesting the reinstatement of Antonia Anthony in the title of Service Representative/Bilingual/Part-Time.

THE END