

CIVIL SERVICE COMMISSION
GENERAL SESSION AGENDA
Thursday, October 22, 2015
3:30 P.M., ROOM 102A, CITY HALL

- I. Approval of the minutes of the meeting (regular and executive) on **September 17, 2015**.
- II. Commission Correspondence: **None**
- III. Classification/Reclassification:

ADMIN/Law Classify: (2)	Municipal Attorney II Br. 29 (\$70,389 - \$92,809) Exempt
ADMIN/Office of Management & Budget Classify: (1)	Senior Management Analyst Br. 23 (\$54,798 - \$69,247) Competitive
ADMIN/Human Resource Management Classify: (1)	Secretary to the Manager of Labor Relations/Temporary (9/27/15 – 6/30/16) Br. 12 (\$35,423 - \$45,405) Competitive
ADMIN/Human Resource Management Classify: (1)	Human Resource Associate/Bilingual/Temporary (10/5/15 – 6/30/16) Br. 12 (\$35,423 - \$45,405) Competitive
ADMIN/Human Resource Management Classify: (1)	Research Assistant/Temporary (10/5/15 – 6/30/16) Br. 16 (\$40,154 - \$51,541) Competitive
Emergency Communications/311 Call Center Classify: (1)	Service Representative / Part-time Br. N812 (\$17.03 - \$19.25) Competitive
DES/Architecture & Engineering Classify: (1)	Senior Account Clerk Br. 10 (\$33,509 - \$42,554) Competitive
DES/Water/Engineering Classify: (1)	Managing Engineer/Water Design/Temporary Br.32 (\$79,574 - \$104,920) (9/27/15 – 1/16/16) Competitive
DES/Water/Upland Classify: (1)	Senior Water Plant Operator Br. 18 (\$42,758 - \$55,808) Competitive
Library/Central/Maintenance Classify: (2)	Building Maintenance Foreman Br. 13 (\$36,509 - \$46,772) Competitive
Library/Central/Automation Services Classify: (1)	Computer Aide / Part-time Br. N405 (\$10.40/hr) Competitive
NBD/Planning & Zoning Classify: (1)	Senior GIS Analyst/City Planner/Temporary (10/11/15 – 6/30/16) Br. 24 (\$57,179 – 73,394)

Finance/Accounting Classify: (1)	Assistant Payroll Systems Supervisor Br. 26 (\$62,261 - \$82,095) Competitive
Finance/Treasury Classify: (1)	Junior Accountant Br. 14 (\$37,641 - \$48,347) Competitive
Finance/Treasury Classify: (1)	Principal Account Clerk Br. 15 (\$38,812 - \$49,818) Competitive
DRYS/BEST & YS Classify (1)	Professional Development Specialist Br. 18 (\$42,758-\$55,808) Competitive
RPD/Research & Evaluation Section Classify: (1)	Assistant Crime Research Specialist/Part-Time Br. N160 (\$21.41 - \$24.21) Competitive
RPD/Investigations/Family & Victim Services Classify: (1)	Victim Assistance Counselor/Temporary Temp 10/1/2015-3/31/2016 Br. 14 (\$37,641 - \$48,347) Competitive
RPD/Investigations/Family & Victim Services Classify: (1)	Victim Assistance Counselor/Part-Time Br. N714 (\$20.28 - \$22.93) Non-Competitive
Rochester Housing Authority Classify: (5)	Maintenance Laborer Br. \$25,772 - \$32,616 Labor

IV. Adoption of Job Specifications:

- Assistant Street Lighting Program Coordinator
- Code Enforcement Officer
- Code Enforcement Officer /Bilingual
- Deputy Fire Chief
- Press Officer
- Property Clerk
- Senior Housing Specialist/RHA

V. Establishment of Civil Service Eligible List(s): None

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

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

- Clerk II/Typing, 13EDCR1311P

VII. Request for extension of temporary positions:

- One position of Clerk III/Typing/Temporary (encumbered by Christine Madsen) in the Fire Department

VIII. Transfers: **None**

IX. Reinstatement requests: **None**

X. **Extension of a Provisional:**

- The Department of Neighborhood and Business Development is requesting permission to extend a failed provisional.

THE END