

**ACTION TAKEN ON VACANCY REQUESTS  
BY THE COMMITTEE ON FINANCE AND PERSONNEL**

DATE: November 14, 2023  
TIME: 9:00 A.M.  
PLACE: Committee Room 301-B  
City Hall  
SCHEDULE A: Vacancy Requests

SCHEDULE A - VACANCY REQUESTS

Vacancies listed were approved by Finance & Personnel unless otherwise indicated.

Finance & Personnel Committee Meeting: November 14, 2023  
CCFN 230983

Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
	<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>			
	<u>CITY TREASURER</u>			
10759	Accounting Assistant III	5EN	11/25/23	
	<u>COMPTROLLER</u>			
10415	Accounting Specialist	2JX	6/1/23	
	<u>DEPT. OF EMERGENCY COMMUNICATIONS</u>			
10780	Emerg. Communications HR Analyst-Sr.	2JX	11/26/23	
	<u>DEPT. OF EMPLOYEE RELATIONS</u>			
10754	Human Resources Representative	2KX	11/8/23	
10755	Diversity Recruiter	2JX	10/28/23	
10770	Administrative Assistant II	6HN	11/13/23	
	<u>FIRE DEPARTMENT</u>			
10785	Fire Captain	4JN	10/28/23	
10786	Fire Lieutenant	4EN	11/26/23	
	<u>LIBRARY</u>			
10784	Custodial Worker 2 (2 positions)	8BN	10/27/23 11/21/23	
	<u>DEPT. OF NEIGHBORHOOD SERVICES</u>			
10792	Office Assistant III	6FN	TBD	
10796	Res. Code Enforc. Inspector 4 (2 pos.)	7EN	11/12/23 11/12/23	
	<u>POLICE DEPARTMENT</u>			
10760	Captain of Police	4NX-839	10/28/23	
10761	Office Assistant II	6EN	11/5/23	
10777	Police Sergeant (7 positions)	4GN-831	11/22-6/23	
	<u>DPW-ADMINISTRATIVE SERVICES</u>			
10789	Leave Administration Coordinator	2KX	11/11/23	
10790	Human Resources Representative	2KX	11/11/23	
10795	Program Assistant II	5FN	11/25/23	
	<u>DPW-INFRASTRUCTURE SERVICES</u>			
10751	Accountant III	2JX	10/13/23	
10788	Infrastructure HR Administrator	1IX	11/2/23	
	<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>			
	<u>DOA-COMMUNITY BLOCK GRANT ADMIN.</u>			
10767	Grant Compliance Manager	2KX	8/19/22	

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10753	<u>DEPT. OF CITY DEVELOPMENT</u> Housing Rehab. Specialist 4	7KN	12/2/23	
10782	<u>DPW--SEWER MAINTENANCE FUND</u> Engineering Drafting Technician IV	3NN	11/11/23	
10762	<u>DPW-TRANSPORTATION FUND</u> Parking Enforcement Supervisor	1CX	10/29/23	
10756	<u>DPW-WATER WORKS</u> Water Chemist	2FN	11/14/23	
10768	Water Field Supervisor	1FX	10/29/23	
10769	Water Payroll Specialist	2IN	12/10/23	
10771	Water Billing Specialist	5HN	10/28/23	
10775	Water Repair Worker 3 (3 positions)	8FN	10/25/23 11/6/23 11/7/23	
10774	Customer Service Rep. III	6HN	11/3/23	
10773	Office Assistant IV	6HN	10/30/23	
10772	Customer Service Rep. III (2 pos.)	6HN	11/1/23 10/28/23	