



Department of Employee Relations

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March 5, 2026

To: The City Service Commission

From: Andrea Knickerbocker, Human Resources Manager

Subject: Probationary Period Recommendations for Studied Position(s)

The following positions are being recommended for study at the March 10, 2026 meeting of the City Service Commission. Accordingly, we make the following recommendations related to the probationary period.

Common Council-City Clerk

Current	Recommendation
New Position in 2026 Budget	Policy and Administration Coordinator PR 2LX (\$75,162 - \$108,380) FN: Recruitment is at \$82,677 (One Position)
Not applicable as it is a new vacant position.	

Common Council-City Clerk – Central Administration Division

Current	Recommended
New Positions	Youth Development Coordinator PR 2FX (\$58,656 – \$73,907) FN: Recruitment is at \$62,592 (Two Positions [1 position 0.50 FTE])
Not applicable as these are new vacant positions.	

Department of Administration – Office of African American Affairs

Current	Recommended
(One New Position)	Office Assistant III PR 6GN (\$44,909 - \$55,508) (One Position)
Not applicable as it is a new vacant position	

Department of Administration – Office of Community Wellness and Safety

Current	Recommended
(One New Grant-funded Position)	Community Outreach Specialist PR 2GN (\$54,619 - \$78,768) FN: Recruitment is at \$65,112 (One Position)
Not applicable as it is a new vacant position.	

Election Commission – Seasonal Staff

Current	Recommended
Temporary Early Voting Supervisor (0.75 FTE) PR 9HN (\$51,250 – \$71,754) FN: Recruitment is at \$64,264 FN: Appointment may be at any rate in the pay range with the approval of DER. (One Position)	Seasonal Election Program Assistant PR 9HN (\$51,250 – \$71,754) FN: Recruitment is at \$62,229 (Two Positions [0.53 FTE])
Temporary Office Assistant II (0.39 FTE) PR 9FN (\$37,114 – \$49,219) FN: Recruitment is at \$40,826 FN: Temporary employees in the Office of the Election Commission who were employed in this capacity prior to July 1, 1982, shall retain their salary and benefit status. (11 Positions)	Seasonal Election Worker Lead PR 9KN (\$43,023 – \$53,783) FN: Recruitment is at \$44,909 FN: Temporary employees in the Office of the Election Commission who were employed in this capacity prior to July 1, 1982, shall retain their salary and benefit status. (12 Positions [0.72 FTE])
	Seasonal Election Worker II PR 9FN (\$37,114 – \$49,219) FN: Recruitment is at \$40,826 FN: Temporary employees in the Office of the Election Commission who were employed in this capacity prior to July 1, 1982, shall retain their salary and benefit status. (160 Positions [0.39 FTE])
Temporary Office Assistant I PR 9FN (\$37,114 – \$49,219) FN: Temporary employees in the Office of the Election Commission who were employed in this capacity prior to July 1, 1982, shall retain their salary and benefit status. (Underfill Title)	Seasonal Election Worker I PR 9FN (\$37,114 – \$49,219) FN: Incumbents are limited to the minimum of the range. FN: Temporary employees in the Office of the Election Commission who were employed in this capacity prior to July 1, 1982, shall retain their salary and benefit status. (Underfill Title)
Temporary Election Laborer (0.73 FTE) PR 9BN (\$44,862 – \$53,601) (6 Positions)	Seasonal Election Laborer II PR 9BN (\$44,862 – \$53,601) FN: Recruitment is at \$47,105 (15 Positions [0.73 FTE])
	Seasonal Election Laborer I PR 9BN (\$44,862 – \$53,601) FN: Incumbents are limited to the minimum of the range. (Underfill Title)
Not applicable as these are temporary/seasonal positions.	

Milwaukee Health Department – Environmental Health Division

Current	Recommended
New Positions	Beach Water Monitoring Technician PR 9PN (\$33,110 - \$40,833) FN: Recruitment is at \$47,840 (Two Positions [0.11 FTE])
Not applicable as these are new vacant positions.	

Municipal Court – Courtroom Proceedings

Current	Recommended
Court Social Worker PR 2FN (\$51,250 – \$71,754) FN Recruitment is at \$64,841. (One Position)	Court Social Worker Coordinator PR 2JX (\$66,154 – \$95,390) FN Recruitment rate is at \$84,176. (One Position)
(One New Position)	Office Assistant IV PR 6KN (\$49,095 – 60,681) FN Recruitment rate is at \$49,399. (One Position)
Not applicable as these are new and/or vacant positions.	