

**AGENDA OF ITEMS TO BE CONSIDERED
BY THE COMMITTEE ON FINANCE AND PERSONNEL**

DATE: June 8, 2016
TIME: 9:30 A.M.
PLACE: Committee Room 301-B
City Hall
SCHEDULE A: Vacancy Requests

SCHEDULE A - VACANCY REQUESTS

CSC-Status - Under Civil Service
Unless Noted as Exempt (E)

Finance & Personnel Committee Meeting: June 8, 2016

Funding Source - 100% Operating
Budget Unless Otherwise Indicated

Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Number of Positions With Same Title					CSC Status and/or Funding Source	Int/Ext Fill	Code
				Auth.	Filled excl. this pos.	Recomm. Authorization	Vac. Prev. Appr.	Other Vac.			
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>											
<u>DOA-PURCHASING DIVISION</u>											
2041	Procurement Administrator	1CX	5/16/16	1	0	1	0	0		Int	x-2a
<u>CITY TREASURER</u>											
2030	Accounting Assistant I	6GN	5/7/16	2	1	1	0	0		Int	x-2a
2031	Program Assistant II	5FN	6/18/16	2	1	1	0	0		Int	x-2a
2032	Customer Service Rep. II	6GN	6/18/16	7	5	1	1	0		Ext	x-2a
<u>COMPTROLLER</u>											
2022	Auditing Manager	1GX	5/31/16	1	0	1	0	0		Int/Ext	x-3
2034	Accounting Program Asst. III	5GN	5/23/16	5	3	1	0	1		Int/Ext	x-2b
<u>DEPT. OF EMPLOYEE RELATIONS</u>											
2059	Administrative Services Coord.	5JN	6/18/16	1	0	1	0	0		Int	x-3
<u>EMPLOYEES' RETIREMENT SYSTEM</u>											
2058	Program Assistant II	5FN	TBD	5	4	1	0	0		Int	x-2a
<u>FIRE DEPARTMENT</u>											
2054	Firefighter (26 positions)	4A	Various	468	379	26	0	63		Int/Ext	x-1
2056	Fire Cadet (16 positions)	6BN	Various	52	23	16	0	13		Ext	x-1
2057	Fire Equipment Mechanic (2 pos.)	7HN	5/7/16 5/20/16	9	7	2	0	0		Int/Ext	x-1
<u>HEALTH DEPARTMENT</u>											
2048	Administrative Specialist Sr.	2EX	6/4/16	2	1	1	0	0		Int/Ext	x-2b
2049	Public Health Nurse 1	2DN	5/18/16	35	26	1	0	8		Ext	x-2b
2050	Public Health Nurse Coord.	2GN	6/4/16	13	11	1	0	1		Int/Ext	x-2b
2052	Public Health Nurse 1	2DN	5/7/16	35	26	1	0	8		Int/Ext	x-2b
<u>LIBRARY</u>											
2026	Custodial Worker III	8EN	4/10/16	1	0	1	0	0		Int	x-2b
2027	Custodial Worker II	8DN	6/5/16	27	26	1	0	0		Ext	x-2b
2040	Neighborhood Library Serv. Asst.	5EN	6/4/16	12	10	1	0	1		Int/Ext	x-2b
2042	Librarian III	2DN	6/1/16	47	41	1	0	5		Ext	x-2b
<u>POLICE DEPARTMENT</u>											
2036	Crime Analyst (3 positions)	1FX	5/24/16 5/22/16 6/6/16	16	11	3	0	2		Int/Ext	x-1
2037	Police Records Specialist I	6FN	5/5/16	7	6	1	0	0		Int	x-2b
2038	Building Maint. Supervisor II	1BX	10/5/16	4	3	1	0	0		Int/Ext	x-2b
<u>DPW-ADMINISTRATIVE SERVICES</u>											
2039	Program Assistant II	5FN	6/4/16	1	0	1	0	0		Int/Ext	x-2b
<u>DPW - INFRASTRUCTURE SERVICES</u>											
2004	Traffic Sign Worker II	8GN	2/28/16	6	5	1	1	0	80% Capital	Int/Ext	x-2b
2012	Custodial Worker III	8EN	4/29/15	4	3	1	0	0		Ext	x-2b
2021	Painter	7IN	1/26/16	10	9	1	0	0	17% Reimb., 8% Cap	Ext	x-2b

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<u>DPW - INFRASTRUCTURE SERVICES (cont.)</u>											
2025	Street Operations Supervisor	1BX	4/23/16	3	2	1	0	0	15% Reimb.	Int	x-2b
2028	Lead Equipment Mechanic	7FN	5/21/16	3	2	1	0	0		Int	x-2b
2035	Architect III	2IN	12/8/13	2	1	1	0	0	50% Capital	Int/Ext	x-2b
2024	Traffic Control Engineer II	2EN	5/8/16	1	0	1	0	0	80% Capital	Int/Ext	x-2b
<u>DPW-OPERATIONS DIVISION</u>											
2009	Heavy Equip. Lubricator (2 pos.)	8FN	9/29/15 12/22/15	5	3	2	0	0		Int/Ext	x-2b
2023	Urban Forestry Technician	3NN	5/14/16	10	9	1	0	0		Int/Ext	x-2b
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>DOA-SMALL BUSINESS DEV. PROGRAM</u>											
2060	Business Analyst Sr.	2EX	6/6/16	2	1	1	0	0	60% CDBG	Int/Ext	x-6
<u>DEPT. OF CITY DEVELOPMENT</u>											
2043	Office Assistant IV	6HN	6/4/16	1	0	1	0	0	CDBG	Int	x-6
<u>EMPLOYES' RETIREMENT SYSTEM</u>											
2013	Accounting Assistant II	6HN	5/22/16	2	1	1	0	0	Pension Fund	Int	x-6
2015	Records Technician II	6EN	5/22/16	2	0	1	0	1	Pension Fund	Int/Ext	x-6
2016	Office Assistant III	6FN	5/22/16	2	1	1	0	0	Pension Fund	Int/Ext	x-6
2017	Administrative Assistant II	6HN	5/22/16	1	0	1	0	0	Pension Fund	Int	x-6
2019	Office Supervisor II	2CN	5/22/16	1	0	1	0	0	Pension Fund	Int	x-6
2020	Disability Specialist - Senior	2EX	5/22/16	2	1	1	0	0	Pension Fund	Int	x-6
<u>HEALTH DEPARTMENT</u>											
2051	Nutritionist	2DN	5/7/16	4	3	1	0	0	WIC	Int/Ext	x-6
2053	Health Project Assistant	5BN	4/23/16	6	5	1	0	0	EFM Grant	Int/Ext	x-6
2055	Violence Prev. Research Coord.	2JX	7/23/16	1	0	1	0	0	Various grants	Int/Ext	x-6
<u>DPW-PARKING</u>											
2008	Parking Meter Technician	3DN	TBD	3	2	1	0	0	Parking Fund	Int/Ext	x-6