



Department of Employee Relations

**Tom Barrett**  
Mayor

**Maria Monteagudo**  
Director

**Michael Brady**  
Employee Benefits Director

**Troy M. Hamblin**  
Labor Negotiator

March 30, 2007

To the Honorable  
The Committee on Finance and Personnel  
Common Council  
City of Milwaukee

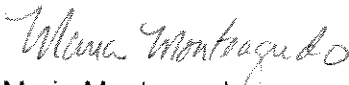
Dear Committee Members:                      Re: Common Council File Number 061562

The following classification and pay recommendations will be submitted to the City Service Commission for consideration on April 3, 2007. We recommend these changes, subject to approval by the City Service Commission:

In the Department of Neighborhood Services, one new position was classified as Housing Rehabilitation Inspector, Pay Range 553.

The Job evaluation reports covering the above positions, including the necessary Salary and Positions Ordinance amendments, are attached.

Sincerely,

  
Maria Monteagudo  
Employee Relations Director

MM:fcw

Attachments: Job Evaluation Report  
Fiscal Note

C: Martin Collins, Jeffrey Crouse, David Krey, Thomas Mishefske, Richard Abelson, John English, Paula Dorsey, Bill Mollenhauer and James Fields (DC48)

**JOB EVALUATION REPORT**

City Service Commission Meeting: April 3, 2007

This report recommends appropriate classifications and compensation levels for one position in the Department of Neighborhood Services. In reviewing this position, staff analyzed new job descriptions and held discussions with management representatives. The following chart summarizes the recommended changes.

**NEIGHBORHOOD SERVICES**

Current	Request	Recommendation
Housing Rehabilitation Inspector PR 553 \$43,910-\$52,174 New	Housing Rehabilitation Inspector PR 553 \$43,910-\$52,174	Housing Rehabilitation Inspector PR 553 \$43,910-\$52,174

**No action required**

**NEIGHBORHOOD SERVICES**

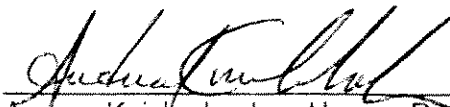
**Current:**                      **New**  
**Requested:**                **Housing Rehabilitation Inspector PR 553**  
**Recommended:**        **Housing Rehabilitation Inspector PR 553**

The Department of Neighborhood Services has requested the classification of a new position of Housing Rehabilitation Inspector created in conjunction with the 2007 budget. This is a grant-funded position.

This position will be responsible for providing comprehensive property inspections, creating and approving scopes of work, estimating rehabilitation costs, assuring that rehabilitation and new construction work meets building codes, City of Milwaukee construction specifications, and Federal HUD and State DHFS regulations, signing off on construction permits, and approving payments to contractors and agencies.

The position requires a Bachelor's Degree from an accredited college or university in architecture, engineering or closely related field and at least one year of experience in residential housing inspection, rehabilitation and/or new construction. Equivalent combinations of education and experience may be considered.

The job description for this new position is consistent with the standard job description for Housing Rehabilitation Inspectors in the Department of Neighborhood Services. We therefore recommend classifying this new position as Housing Rehabilitation Inspector in Pay Range 553.

Prepared by:   
 Andrea Knickerbocker, Human Resources Manager

Reviewed by:   
 Maria Monteagude, Employee Relations Director

Department of Employee Relations  
Fiscal Note Spreadsheet

Finance & Personnel Committee Meeting of April 5, 2007  
City Service Commission Meeting of April 3, 2007

NEW COST FOR 2007											
No.	Pos.	Dept	From	PR/SG	To	Housing Rehabilitation Inspector	PR/SG	Present Annual	New Annual	New Cost	Total
			New Position	N/A				N/A	N/A	N/A Included in 2007 Budget	Rollup+ Sal Budget
1		Neighborhood Services					553				
1											

Assume these changes are effective Pay Period 1 (December 31, 2006).

PROJECTED NEW COST FOR FULL YEAR											
No.	Pos.	Dept	From	PR/SG	To	Housing Rehabilitation Inspector	PR/SG	Present Annual	New Annual	New Cost	Total
			New Position	N/A				N/A	N/A	N/A Included in 2007 Budget	Rollup+ Sal Budget
1		Neighborhood Services					553				
1											