

Department of Employee Relations

JOB EVALUATION REPORT

City Service Commission Meeting Date: April 4, 2006

Department: Department of Public Works-Operations Division

Present	Request
Title: Automotive Mechanic Supervisor I Salary: SG 003 (\$39,848-\$55,783)	Title: Fleet Repair Supervisor I Salary: SG 003 (\$39,848-\$55,783)
Title: Automotive Mechanic Supervisor II Salary: SG 005 (\$45,280-\$63,396)	Title: Fleet Repair Supervisor II Salary: SG 005 (\$45,280-\$63,396)
Recommendations: Title: Fleet Repair Supervisor I Salary: SG 003 (\$39,848-\$55,783) Title: Fleet Repair Supervisor II Salary: SG 005 (\$45,280-\$63,396)	
Rationale: The recommended title is more descriptive of the work actually performed by these Supervisors. The term "Automotive" implies that these employees only oversee the repair of passenger cars. These Supervisors in fact have responsibility for the maintenance and repair of many different types of construction-related equipment used by the Department of Public Works, some of which are very large pieces of equipment. In addition, introduction of the term "Fleet Repair" will make these titles consistent with a newly created title of Fleet Repair Supervisor III, Salary Grade 007.	

Action Required: (Revised)

In the Salary Ordinance, under Salary Grade 003, delete the title "Automotive Mechanic Supervisor I" and add the title "Fleet Repair Supervisor I". Under Salary Grade 005, delete the title "Automotive Mechanic Supervisor II 1/" and add the title of "Fleet Repair Supervisor II 1/".

In the Positions Ordinance, under the Department of Public Works – Operations Division, Fleet Services Section, delete four positions of Automotive Mechanic Supervisor II and add four positions of Fleet Repair Supervisor II. Under Auxiliary Positions, delete one position of Automotive Mechanic Supervisor I and three positions of Automotive Mechanic Supervisor II, and add one position of Fleet Repair Supervisor I and three positions of Fleet Repair Supervisor II.

Background

A report creating the title of Fleet Repair Supervisor III in Salary Grade 007 was approved at the March 7, 2006 meeting of this Commission. This position is the highest level of the series consisting of:

Automotive Supervisor I	SG 003
Automotive Supervisor II	SG 005
Fleet Repair Supervisor III	SG 007

Discussions with Venu Gupta, Buildings & Fleet Superintendent, in the Department of Public Works-Operations Division indicated that it would be appropriate to have consistency in titles throughout the series and to more accurately reflect the scope of work performed by these supervisors.

The term "Automotive" implies that these employees only oversee the repair of passenger cars. These Supervisors in fact have responsibility for the maintenance and repair of many different types of construction-related equipment used by the Department of Public Works, some of which are very large pieces of equipment.

Recommendation

We therefore recommend retitling the positions of Automotive Mechanic Supervisor I and II to Fleet Repair Supervisor I and II.

Submitted by: _____
Laura Sutherland, Human Resources Representative

Reviewed by: _____
Maria Monteagudo, Employee Relations Director