



Department of Employee Relations

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Mayor

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REVISED 3/25/2024

March 25, 2024

To: The City Service Commission
From: Andrea Knickerbocker, Human Resources Manager
Subject: Probationary Period Recommendations for Studied Positions

The following positions are being recommended for study at the March 26, 2024 meeting of the City Service Commission. Accordingly, we make the following recommendations related to the probationary period.

Common Council – City Clerk

Current	Recommended
Inspector General PR 2IX (\$62,041 - \$86,854) (One Position)	Inspector General PR 2NX: (\$85,366 - \$119,521) FN: Minimum rate \$104,997 (One Position)
Not applicable as this is a labor market study.	

Employee Relations

Current	Recommended
New Auxiliary Positions	HRIS Auditor PR 2JN (\$66,154 - \$92,612) FN: Recruitment is at \$76,222 (Two Auxiliary Positions)
Not applicable as this is a new position.	

Health Department – Clinical Services

Current	Recommended
Public Health Nurse Supervisor PR 1GX (\$70,501 - \$98,703) FN: Recruitment is at \$87,656 (One Vacant Position)	Public Health Nurse Senior PR 2KN (\$70,501 - \$98,704) FN: Recruitment is at \$83,482 (One Vacant Position)
Not applicable as this position is currently vacant.	

Health Department – Environmental Health

Current	Recommended
Lead Project Assistant PR 5IN (\$57,620 - \$72,025) (One Vacant Position)	Lead Enrollment Coordinator PR 5IN (\$57,620 - \$72,025) FN: Recruitment is at \$59,996 (One Vacant Position)
Not applicable as this position is currently vacant.	

City Attorney

Current	Recommended
Docketing Specialist - Senior PR 2IN (\$62,041 - \$86,854) FN: Recruitment is at \$67,917 (One Position)	Docketing Coordinator PR 2JN (\$66,154 - \$92,612) FN: Recruitment is at \$76,222 (One Position)
No new probationary period is recommended as the incumbent has been performing the duties for some time.	

Comptroller

Current	Recommended
Capital Finance Manager PR 2OX (\$91,006 - \$127,413) FN: Recruitment is at \$101,928 (One Position)	Capital Finance Manager PR 2SX (\$117,464 - \$164,446) FN: Recruitment is at \$125,201 (One Position)
Not applicable as this is a labor market study.	

Department of Public Works - Operations

Current	Recommended
New Positions	Youth Fleet Apprentice PR 9MN (\$33,110 - \$34,500) (Two Positions)
Not applicable as this is a new position.	

Milwaukee Public Library

Current	Recommended
New Position	Civic Engagement Services Manager PR 1GX (\$70,501 - \$98,703) FN: Recruitment is at \$85,086 (One Position)
New Positions	Temporary Community Education Assistant PR 9EN (\$40,146 - \$44,426) FN: Recruitment is at \$43,090 (Five Positions)
Not applicable as these are new positions.	

Health Department – Home Environmental Health

Current	Recommended
New Positions	Housing Compliance Officer 1 PR 7HN (\$72,929 - \$92,290) FN: Recruitment is at \$74,365 (Underfill Title)
	Housing Compliance Officer 2 PR 7IN (\$76,312 - \$97,635) FN: Recruitment is at \$78,279 (Two Positions)
New Positions	Lead Project Inspector 1 PR 7HN (\$72,929 - \$92,290) FN: Recruitment is at \$74,365 (Underfill Title)
	Lead Project Inspector 2 PR 7IN (\$76,312 - \$97,635) FN: Recruitment is at \$78,279 (Two Positions)
Not applicable as these are new positions.	