

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

DATE: January 14, 2015

TIME: 9:00 A.M.

PLACE: Committee Room 301-B
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE A - VACANCY REQUESTS

Finance & Personnel Committee Meeting: January 14, 2015

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

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. Authori- zation	Vac. Prev. Appr.	Other Vac.			
	<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>										
	<u>DOA-BUDGET & MANAGEMENT</u>										
165	Budget & Mgmt. Special Asst.	2IX	4/5/11	3	2	1	0	0		Int	x-2a
	<u>CITY ATTORNEY</u>										
131	Paralegal	5JN	4/28/13	3	2	1	0	0		Int/Ext	x-2b
132	Assistant City Attorney	2QX	2/1/15	36	34	1	0	1		Int/Ext	x-2b
	<u>DEPT. OF CITY DEVELOPMENT</u>										
155	Associate Planner	2DN	NA	1	0	1	0	0		Int	x-2b
161	Program Assistant II	5FN	1/20/15	2	1	1	0	0		Int/Ext	x-2b
175	Accountant II	2DN	1/18/15	2	1	1	0	0		Int/Ext	x-2b
	<u>COMPTROLLER</u>										
141	Accounting Program Asst. II	6KN	12/20/14	3	1	1	0	1		Int/Ext	x-3
	<u>HEALTH DEPARTMENT</u>										
169	Program Assistant I	5EN	12/7/14	3	2	1	0	0		Int	x-2b
170	Environmental Health Specialist	3LN	1/6/15	19	18	1	0	0		Int/Ext	x-2b
171	Public Health Nurse-Prenatal Care	2DN	1/25/15	50	47	1	0	2		Int	x-2b
172	Public Health Nurse-PHN/STD/HIV	2DN	1/2/15	50	47	1	0	2		Int	x-2b
173	Public Health Nurse-PHN/STD/HIV	2DN	1/4/15	50	47	1	0	2		Int/Ext	x-2b
	<u>FIRE DEPARTMENT</u>										
157	Battalion Chief, Fire	4MX	12/15/14	19	18	1	0	0		Int	x-1
158	Fire Captain	4J	2/15/15	53	52	1	0	0		Int	x-1
159	Fire Lieutenant (2 positions)	4E	12/26/14	156	154	2	0	0		Int	x-1
160	Heavy Equipment Operator	4D	2/15/15	162	160	1	0	1		Int	x-1
	<u>LIBRARY</u>										
145	Office Assistant III	6FN	TBD	2	1	1	0	0		Int	x-2b
147	Office Assistant II	6EN	2/1/15	3	1	1	0	1		Int	x-2b
148	Custodial Wkr II-City Laborer (2 pos.)	8DN	12/27/14	27	25	2	0	0		Int/Ext	x-2b
153	Library Technology Specialist	5DN	TBD 12/17/14	6	4	1	1	0		Int	x-2b
	<u>MUNICIPAL COURT</u>										
146	IT Support Specialist-Sr.	2GN	12/12/14	2	0	1	0	1		Int/Ext	x-2b
	<u>NEIGHBORHOOD SERVICES</u>										
139	Commercial Code Enf. Inspector	3LN	12/8/14	16	13	1	1	1		Ext	x-2a
140	Administrative Assistant IV	5IN	10/26/14	1	0	1	0	0		Int	x-2b
151	Bldg. Construction Insp. II (4 pos.)	3QN	12/20/14 1/3/15 1/3/15 1/17/15	16	10	4	1	1		Ext	x-2a
	<u>POLICE DEPARTMENT</u>										
142	Accountant I	2CN	NA	1	0	1	0	0		Int/Ext	x-2b
143	Accounting Assistant II	6HN	NA	2	1	1	0	0		Int/Ext	x-2b
	<u>DPW-ADMINISTRATIVE SERVICES</u>										
136	Personnel Payroll Asst. III	5EN	12/20/14	9	8	1	0	0		Int/Ext	x-2b
137	Human Resources Asst.	5IN	12/20/14	1	0	1	0	0		Int	x-2b

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120	<u>DPW-OPERATIONS DIVISION</u> Nursery Crew Leader	8IN	4/26/14	1	0	1	0	0		Int/Ext	x-2b
129	Sanitation Supervisor	1AX	12/2/14	22	21	1	0	0		Int/Ext	x-2b
130	Office Assistant IV	6HN	12/20/14	2	0	1	0	1		Int/Ext	x-2b
156	Office Assistant II	6EN	1/4/15	1	0	1	0	0		Int/Ext	x-2b
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
162	<u>DEPT. OF CITY DEVELOPMENT</u> Comm. & Residential Rehab. Mgr.	1FX	2/2/15	1	0	1	0	0	75 % CDBG & NSP	Int/Ext	x-3
152	<u>EMPLOYEES' RETIREMENT SYSTEM</u> Administrative Services Specialist	2BN	NA	1	0	1	0	0	Pension Trust	Int	x-6
127	<u>DPW-WATER WORKS</u> Office Assistant IV	6HN	9/6/14	4	3	1	0	0	Water Works	Int	x-6
167	Customer Serv. Rep. III	6HN	12/9/14	17	12	1	1	3	Water Works	Int/Ext	x-6