



Department of Administration
Budget and Management Division

Tom Barrett
Mayor

Sharon Robinson
Administration Director

Dennis Yaccarino
Budget and Management Director

June 12, 2019

Ref: SF 19019

Mr. Jim Owczarski
City Clerk
City Hall Room 205

SUBJECT: Communication File Regarding Changes to the 2019 Positions Ordinance

Dear Mr. Owczarski:

We are submitting a communication file amending the 2019 Positions Ordinance to make various position changes in the Department of Administration – Information and Technology Management Division. We are requesting this file to be heard at the July 3rd Finance & Personnel meeting.

The request is to designate two positions in the Unified Call Center as bilingual.

Requested changes are as follows:

<u>Caption/Position Title</u>	<u>Add</u>	<u>Delete</u>
<u>DEPARTMENT OF ADMINISTRATION – INFORMATION AND TECHNOLOGY MANAGEMENT DIVISION</u>		
<u>Unified Call Center</u>		
UCC Customer Service Representative III		2
UCC Customer Service Representative III - Bilingual	2	

Respectfully submitted,

Dennis Yaccarino
Budget and Management Director

DY:ECP

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