



Department of Employee Relations

Tom Barrett
Mayor

Makda Fessahaye
Director

Renee Joos
Employee Benefits Director

Nicole Fleck
Labor Negotiator

July 9, 2021

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

The following positions are being recommended for reclassification at the July 13, 2021 meeting of the City Service Commission. Accordingly, we make the following recommendations related to the probationary period.

Office of the Comptroller

Current	Recommended
Revenue and Financial Services Specialist PR 1IX (\$75,478 - \$105,669) (1 Position)	Revenue and Financial Services Manager PR 1IX (\$75,478 - \$105,669) (1 Position)
The incumbent of this position is currently serving a probationary period. No new probationary period is recommended as this is a title change only.	
Special Assistant to the Comptroller PR 1FX (\$62,338 - \$87,270) (1 Position)	Senior Financial Analyst PR 2JX (\$62,338 - \$87,270) FN: Recruitment at any point with DER approval (1 Position)
	Financial Analyst 2IX (\$58,462 - \$81,844) FN: Recruitment at any point with DER approval (Underfill)
This position is currently vacant and a new incumbent will serve a probationary period.	
Comptroller Network Analyst PR 2GX (\$51,469 - \$72,063) (1 Positions)	Comptroller Network Administrator 2IX (\$58,462 - \$81,844) (1 Positions)
The incumbent of this position has been performing the work for some time and no new probationary period is recommended	

Department of Employee Relations

Current	Recommended
Office Assistant III PR 6FN (\$30,664 - \$38,406) FN: Recruitment is at \$34,717 (1 Position)	Administrative Assistant II PR 6HN (\$37,080 - \$41,863) FN: Recruitment is at \$37,830 (1 Position)
This position will be vacant as of July 11, 2021. A new incumbent will serve a probationary period.	



Department of Public Works – Administrative Services

Current	Recommended
Business Services Specialist PR 2DN (\$42,500- \$59,498) FN: Recruitment is at \$46,347 (One Position)	Human Resources Representative PR 2HX (\$54,865- \$76,806) FN: Recruitment may be at any rate in the pay range with the approval of DER. (One Position)
This position is currently vacant and a new incumbent will serve a probationary period.	

Department of Public Works – Infrastructure Services

Current	Recommended
Associate Transportation Planner PR 2EX (\$48,670 - \$63,426) FN: Recruitment is at \$51,358 and may be up to \$58,373 (Two Positions)	Senior Transportation Planner PR 2IN (\$58,462 - \$81,844) FN: Recruitment is at \$71,323 and may be at any point in the range with DER approval FN: Additional 3% for holding an AICP certification (Three Positions)
Bicycle and Pedestrian Coordinator PR 2IN (\$58,462 - \$81,844) FN: Recruitment is at \$71,323 and may be at any point in the range with DER approval (One Position)	
The incumbents of these three positons have been performing the work for some time and no new probationary period is recommended	

Milwaukee Public Library

Current	Recommended
Milwaukee Public Library Director PR 1NX (\$103,841 - \$145,382) (One Position)	Milwaukee Public Library Director PR 1NX (\$103,841 - \$145,382) Recruitment is at \$113,926 /any point DER/FPC Chair approval (One Position)
Deputy Library Director - Public Services PR 1LX (\$91,404 - \$127,962) (One Position)	Deputy Library Director PR 1LX (\$91,404 - \$127,962) Recruitment is at \$99,769 /any point DER/FPC Chair approval (One Position)
Associate Library Director - Operations PR 1JX (\$80,442 - \$112,627) (One Position)	Associate Library Director PR 1JX (\$80,442 - \$112,627) Recruitment is at \$90,699 /any point DER/FPC Chair approval (Two Positions)
Associate Library Director - Technical Services PR 1JX (\$80,442 - \$112,627) (One Position)	
Library Public Services Area Manager PR 1HX (\$70,827 - \$99,154) (Two Positions)	Library Public Services Area Manager PR 1HX (\$70,827 - \$99,154) Recruitment is \$82,454 /any point DER/FPC Chair approval (Three Positions)
Librarian V PR 1FX (\$62,338 - \$87,270) (One Positions)	



<p>Librarian V PR 1FX (\$62,338 - \$87,270) (Three Positions/Three Auxiliary)</p>	<p>Library Services Manager PR 1GX (\$66,435 - \$93,010) Recruitment is at \$74,958 /any point DER approval (21 Positions/Three Auxiliary)</p>
<p>Library Branch Manager PR 1EX (\$58,462 - \$81,844) Recruitment at any point in the range with DER approval (12 Positions)</p>	
<p>Management Librarian PR 1EX (\$58,462 - \$81,844) Recruitment up to \$67,815 with DER approval (Six Positions)</p>	
<p>Librarian IV PR 2GX (\$51,469 - \$72,063) Recruitment is at \$55,588 and may be up to \$59,706 with DER approval (Underfill Title)</p>	<p>Library Services Assistant Manager PR 1EX (\$58,462 - \$81,844) Recruitment is at \$70,054 /any point DER approval (Underfill Title)</p>
<p>Librarian III PR 2FN (\$48,294 - \$67,616) Recruitment is at \$52,159 and may be up to \$56,023 with DER approval (49 Positions/Two 0.50 FTE/One 0.75 FTE)</p>	<p>Librarian III PR 2GN (\$51,469 - \$72,063) Recruitment is at \$65,471 /any point DER approval (66 Positions/ Two 0.50 FTE/ One 0.75 FTE)</p>
<p>Librarian II PR 2EN (\$45,306 - \$63,426) Recruitment is at \$48,930 and may be up to \$52,554 with the approval of DER (12 Positions)</p>	<p>Librarian II PR 2FN (\$48,294 - \$67,616) Recruitment is at \$61,188 /any point DER approval (Underfill Title)</p>
<p>One New Position</p>	<p>Librarian I PR 2EN (\$45,306 - \$63,426) Recruitment is at \$57,185 /any point DER approval (Underfill Title)</p>
<p>Librarian I PR 2DN (\$42,500 - \$59,498) Recruitment is at \$45,900 and may be up to \$49,299 with DER approval (Underfill Title)</p>	<p>Librarian Associate PR 2CN (\$39,881 - \$55,825) Recruitment is at \$48,500 /any point DER approval (Underfill Title)</p>
<p>Librarian Associate PR 2BN (\$37,425 - \$52,391) Recruitment is at \$40,419 and may be up the \$43,412 with the approval of DER (Four Positions)</p>	
<p>Library Volunteer Coordinator PR 2DN (\$42,500 - \$59,498) (One Position)</p>	<p>Library Volunteer Coordinator PR 2EN (\$45,306 - \$63,426) Recruitment is at \$50,742 /any point DER approval (One Position)</p>
<p>Library Reference Assistant PR 2BN (\$37,425 - \$52,391) Recruitment is at \$40,419 and may be up the \$43,412 with the approval of DER (10 Positions)</p>	<p>Library Reference Assistant PR 2CN (\$39,881 - \$55,825) Recruitment is at \$48,500 /any point DER approval (10 Positions)</p>

Library Business Manager PR 1DX (\$54,865 - \$76,806) (One Position)	Library Business Manager PR 1FX (\$62,338 - \$87,270) Recruitment is at \$68,571 /any point DER approval (One Position)
Personnel Payroll Assistant II PR 6HN (\$37,080 - \$41,863) Recruitment is at \$37,830 (One Position)	Personnel Payroll Assistant III PR 5EN (\$40,501 - \$46,724) (One Position)
Accounting Assistant I PR 6GN (\$33,976 - \$39,943) Recruitment is at \$36,252 (One Position)	Accounting Assistant II PR 6HN (\$37,080 - \$41,863) Recruitment is at \$37,830 (One Position)
Security Manager PR 1CX (\$51,469 - \$72,063) (One Position)	Library Security Manager PR 1DX (\$54,865 - \$76,806) Recruitment is at \$59,253 /any point DER approval (One Position)
Library Security Investigator PR 5IN (\$46,347 - \$54,669) (One Position)	Library Security Investigator PR 2EN (\$45,306 - \$63,426) Recruitment is at \$50,742 /any point DER approval (One Position)
Communications Assistant I PR 6FN (\$30,664 - \$38,406) Recruitment is at \$32,076 (One Position)	Library Communications Assistant PR 5DN (\$36,252 - \$42,916) Recruitment is at \$37,830 (Two Positions)
Library Circulation Services Representative PR 5DN (\$36,252 - \$42,916) Recruitment Rate: \$37,782 (One Position)	
No new probationary periods are recommended for these Library positions, as this is a market study.	