

**CIVIL SERVICE COMMISSION
AGENDA
Thursday, May 17, 2012
3:30 P.M., ROOM 102A, CITY HALL**

- I. Approval of the minutes of the meeting (regular and executive) on April 19, 2012.
- II. Commission Correspondence: NONE
- III. Classification/Reclassification:

FIN/Accounting Classify	(1)	Accountant Br 17 \$38,597 - \$50,012 Competitive
FIN/Parking Classify	(1)	Parking Equipment Mechanic/Temporary (Temporary – 1 month) Br 10 \$31,264 - \$39,702 CPNC
RPL/Community/Lyell Classify	(1)	Cleaner/Part-Time/Temporary (Temporary – 6 months) Br N015 \$13.30 - \$15.18 Labor
RPD/Family & Victim Services Classify	(2)	Counseling Specialist/Part-Time Br N718 \$20.96 - \$23.70 Non-Competitive
RHA Re-Classify	(1)	Computer Technician (Temporary – 6 months) Br \$37,500 - \$52,733 Competitive TO Computer Communication Technician Br \$37,500 - \$52,733 Competitive

- IV. Adoption of Job Specifications:

Computer Communications Technician
Senior Cashier
Senior Cashier/Bilingual
Senior Recreation Assistant

V. A. Establishment of Civil Service Eligible List(s):

Administrative Assistant/RHA, 12EP70617
Assistant Superintendent/Water Distribution, 12EP70613
Assistant Superintendent/Water Distribution, 12EOC68417
Backflow Prevention Inspector, 12EOC68418
Clerk II/Typing/Bilingual, 11EDCR1116
Clerk III/Typing/Bilingual, EDCRT0635
Clerk II/Typing/RHA, 11EDCR1111P
Director of Finance/RHA, 12EP79773
Executive Assistant, 12EP79002
Fire Communications Technician, 12EOC67731
Firefighter Trainee, 12ELOC1120
Housing Specialist/RHA, 12EOC64680
Manager of Water Distribution, 12EP70515
Manager of Water Distribution, 12EOC68218
Principal Staff Assistant, 12EP70614
Superintendent of Water Distribution, 12EOC68067
Superintendent of Water Distribution, 12EP70453
Supervising Water Distribution Technician, 12EP79028
Supervisor of Water Supply Maintenance, 12EP77517
Water Operations Supervisor, 12EOC65670
Water Operations Supervisor, 12EP77518
Water Distribution Trainee, 12EOC68052

B. Close-out of examination process:

Accountant, 12EP70615
Police Paralegal/Bilingual, 12EOC68467
Senior Community Housing Planner/Bilingual, 12EP79481
Senior Community Housing Planner/Bilingual, 12EOC64872
Supervisor of Water Supply Maintenance, 12EOC65669

VI. Establishment of Civil Service Preferred List(s):

Firefighter, PREF7060

VII. Request for Extension of Civil Service Eligible Lists(s): NONE

VIII. Request for extension of temporary positions: NONE

IX. Transfers: NONE

X. Reinstatement requests: NONE

XI. Delegation of Authority

(1) Public Hearing

(2) Vote

XII. Annual Election of the Commission Chair (6/1/12 – 5/31/13)

XIII. Proposed Civil Service meeting dates July 2012 – December 2012

THE END