

CIVIL SERVICE COMMISSION
GENERAL SESSION AGENDA
Thursday, June 25, 2020
3:30 P.M., ZOOM MEETING

- I. Approval of the Minutes of the meeting (General and Executive) on May 21, 2020.
- II. Commission Correspondence(s): **None**
- III. Classification/Reclassification(s):

Administration/Mayor's Office Classify: (1)	Data Analyst/Temporary (6/22/20 – 6/24/20) Br. 26 (\$66,732 - \$87,990) Competitive
Administration/Mayor's Office Classify: (1)	Data Analyst Br. 26 (\$66,732 - \$87,990) Competitive
Administration/Mayor's Office Classify: (1)	Senior Administrative Analyst Br. 24 (\$61,286 - \$80,808) Competitive
Administration/Mayor's Office Classify: (1)	Systems Architect Br. 31 (\$81,925 - \$108,024) Competitive
Administration/Communications Classify: (1)	Special Events Assistant Br. 12 (\$38,343 - \$49,148) Competitive
Administration/Communications Classify: (1)	Associate Communications Assistant/Temporary (7/1/20 – 6/30/21) Br. 24 (\$61,286 - \$80,808) Competitive
Administration/DHRM Classify: (1)	Chief Equity Officer Br. 28 (\$72,491 - \$95,582) CPNC
Administration/DHRM Classify: (1)	Human Resource Consultant II Br. 21 (\$51,313 - \$68,122) Competitive
Administration/DHRM Classify: (2)	Project Assistant Br. 12 (\$38,343 - \$49,148) Competitive
DES/Commissioner's Office Classify: (1)	Senior GIS Analyst Br. 23 (\$58,734 - \$77,445) Competitive
DES/Commissioner's Office Classify: (1)	Project Assistant Br. 12 (\$38,343 - \$49,148) Competitive
DES/Commissioner's Office Classify: (2)	Security Guard Br. 52 (\$15.09 - \$18.36) Non-Competitive
DES/Architecture & Engineering Classify: (1)	Managing Architect Br. 31 (\$81,925 - \$108,024) Competitive

DES/Architecture & Engineering Classify: (1)	Senior Administrative Analyst/Temporary (7/1/20 – 7/3/20) Br. 24 (\$61,286 - \$80,808) Competitive
DES/Architecture & Engineering Classify: (1)	Senior Engineering Technician Br. 15 (\$42,012 - \$53,924) Competitive
DES/Architecture & Engineering Classify: (1)	Engineering Technician Br. 12 (\$38,343 - \$49,148) Competitive
DES/Operations/Director's Office Classify: (1)	Assistant Director of Operations Br. 31 (\$81,925 - \$108,024) Competitive
DES/Operations/Director's Office Classify: (1)	Community Gardens Coordinator/On-Call Br. 238N (\$28.24 – \$37.23) Competitive
DES/Operations/Solid Waste Classify: (1)	Assistant Manager of Solid Waste Br. 25 (\$63,952 - \$84,323) Competitive
DES/Operations/Special Services Classify: (3)	Laborer/Temporary (6/8/20 – 9/6/20) Br. 456N (\$11.80) Laborer
DES/Operations/Special Services Classify: (2)	Ground Equipment Operator/Temporary (6/8/20 – 9/6/20) Br. 568N (\$16.22) Non-Competitive
DES/Operations/Special Services Classify: (1)	Assistant Operations Superintendent Br. 23 (\$58,734 - \$77,445) Competitive
DES/Buildings & Parks/Building Services Classify: (1)	Account Clerk Br. 5 (\$32,040 - \$40,005) Competitive
DES/Buildings & Parks/Building Services Classify: (1)	Building Supervisor Br. 18 (\$46,284 - \$60,407) Competitive
DES/Buildings & Parks/Cemeteries Services Classify: (1)	Administrative Analyst/Bilingual Br. 16 (\$43,464 - \$55,789) Competitive
DES/Water/Engineering Classify: (1)	GIS Applications Specialist Br. 20 (\$49,344 - \$65,409) Competitive
DES/Water/Engineering Classify: (1)	Engineering Technician Br. 12 (\$38,343 - \$49,148) Competitive
DES/Water/Engineering Classify: (1)	Engineer III/Water/On-Call/Temporary (5/26/20 – 5/25/21) Br. 268N (\$32.08 - \$42.30) Competitive
DES/Water/Upland	Assistant Water Quality Chemist

Classify:	(1)	Br. 23 (\$58,734 - \$77,445) Competitive
Library/Central Classify:	(1)	Security Guard Br. 52 (\$15.39 - \$18.73) Non-Competitive
Library/Community Classify:	(1)	Library Assistant/Part-Time Br. N145 (\$21.76 - \$24.86) Competitive
Library/Community Classify:	(1)	Librarian I/Part-Time Br. N185 (\$23.58 - \$27.48) Non-Competitive
Library/Community Classify:	(1)	Clerk III/Typing/Part-Time Br. N075 (\$17.99 – \$20.52) Non-Competitive
Finance/Director's Office Classify:	(1)	Application Services Analyst I Br. 25 (\$63,952 - \$84,323) Competitive
Finance/Accounting Classify:	(1)	Accountant Br. 17 (\$45,675 - \$59,183) Competitive
Finance/Treasury Classify:	(1)	Accountant Br. 17 (\$45,675 - \$59,183) Competitive
Finance/Purchasing Classify:	(1)	Assistant Control Clerk/Temporary Br. 6 (\$33,499 - \$41,829) Competitive
Finance/TVA Classify:	(1)	Lead Motor Vehicle Representative/Bilingual Br. 12 (\$39,110 – \$50,131) Competitive
Finance/TVA Classify:	(1)	Lead Motor Vehicle Representative Br. 12 (\$39,110 – \$50,131) Competitive
Finance/TVA Classify:	(1)	Executive Director TVA/Temporary (7/1/20 – 7/9/20) Br. 28 (\$72,491 – \$95, 582) Competitive Pending Non-Competitive
DRYS Classify:	(1)	Receptionist Typist/Bilingual Br. 6 (\$33,499 - \$41,829) Competitive
DRYS Classify:	(1)	Director of Center Operations Br. 30 (\$78,703 - \$103,775) Competitive
DRYS Classify:	(1)	Environmental Education Specialist Br. 12 (\$39,110 - \$50,131) Competitive
DRYS Classify	(3)	Coordinator of Community Athletics Br. 18 (\$47,210 - \$61,615) Competitive
DRYS		Senior Recreation Assistant/Sports & Fitness Aide/Part-Time

Classify:	(1)	Br. 810 (\$15.58) Competitive Pending Non-Competitive
DRYS Classify:	(1)	Senior Recreation Assistant/Sports & Fitness Aide/Seasonal Br. 810 (\$15.58) Competitive Pending Non-Competitive
DRYS Classify:	(3)	Recreation Assistant/Sports & Fitness Aide/Seasonal Br. 810 (\$15.58) Competitive Pending Non-Competitive
DRYS Classify:	(1)	Assistant Pool Manager/Part-time Br. 840 (\$16.97 – \$17.99) Non-Competitive
DRYS Classify:	(1)	Assistant Pool Manager/Seasonal Br. 840 (\$16.97 – \$17.99) Non-Competitive
DRYS Classify:	(1)	Lifeguard Captain/Part-Time Br. 835 (\$15.53 – \$16.53) Non-Competitive
DRYS Classify:	(4)	Lifeguard Captain/Seasonal Br. 835 (\$15.53 – \$16.53) Non-Competitive
DRYS Classify:		Lifeguard/Part-time Br. 825 (\$12.00 - \$12.96) Non-Competitive
DRYS Classify:	(4)	Lifeguard/Seasonal Br. 825 (\$12.00 – \$12.96) Non-Competitive
DRYS Classify:	(1)	Senior Recreation Specialist/Bilingual Br. 15 (\$42,012 - \$53,924) Competitive
DRYS Classify:	(1)	Youth Development Specialist/Temporary (7/1/20-6/30/21) Br. 12 (\$39,110 - \$50,131) Competitive
DRYS Classify:	(1)	Senior Youth Services Associate Br. 12 (\$39,110 - \$50,131) Competitive
DRYS Classify:	(2)	Senior Recreation Assistant/ (1) Education Aide & (1) Youth Development Aide/Part-time Br. 810 (\$15.58) Competitive Pending Non-Competitive
DRYS Classify:	(2)	Senior Recreation Assistant/ (1) Education Aide & (1) Youth Development Aide/Seasonal Br. 810 (\$15.58) Competitive Pending Non-Competitive
DRYS Classify:	(3)	Recreation Assistant/(1) Education Aide, (1) Youth Development Aide, (1) Sports & Fitness Aide/Part-time Br.815 (\$11.80) Competitive Pending Non-Competitive
DRYS		Recreation Assistant/(1) Education Aide, (1) Youth

Classify	(3)	Development Aide, (1) Sports & Fitness Aide/Seasonal Br. 815 (\$11.80) Non-Competitive
DRYS Classify	(1)	Director of Youth Services Br. 30 (\$78,703 – \$103,775) Competitive Pending Non-Competitive
DRYS Classify:	(1)	Project Assistant/Temporary (7/1/20 – 6/30/21) Br. 12 (\$39,110 – \$50,131) Competitive
DRYS Classify:	(1)	Project Assistant Br. 12 (\$39,110 - \$50,131) Competitive
DRYS Classify:	(1)	Youth Development Specialist Br. 12 (\$39,110 - \$50,131) Competitive
DRYS Classify:	(4)	Youth Intervention Aide/Part-time Br. 450N (\$19.44 - \$20.66) Competitive Pending Non-Competitive
DRYS Classify:	(4)	Training & Quality Coordinator Br. 18 (\$47,210 - \$61,615) Competitive
DRYS Classify:	(3)	Senior Recreation Leader/ (2) Sports & Fitness Specialist, (1) Education Specialist Br. 15 (\$42,852 - \$55,002) Competitive
DRYS Classify:	(6)	Community Center Manager Br. 24 (\$61,286 - \$80,808) Competitive
DRYS Classify:	(1)	Project Assistant/Temporary (6/29/20 – 1/1/21) Br. 12 (\$39,110 - \$50,131) Competitive
NBD/Buildings & Zoning Classify:	(1)	Code Enforcement Officer/Trainee Br. 18 (\$46,284 - \$60,407) Competitive
NBD/Neighborhood Preservation Classify:	(4)	Clerk III/Typing/Part-Time Br. 707AP (\$18.52 - \$23.15) Non-Competitive
RPD Classify:	(1)	Police Identification Technician / Trick Br. 11 (\$38,005 - \$48,445) Competitive
RPD Classify:	(1)	Application Services Analyst I Br. 25 (\$63,952 - \$84,323) Competitive

IV. Adoption of Job Specification(s):

- Sexual Risk Avoidance Education Coordinator

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

- Area Coordinator, PREF0156
- Business Analyst I, PREF0447
- Clerk III, PREF0620
- Crime Research Specialist, PREF0849
- Engineer I, PREF1131
- Grant Specialist, PREF1256
- Records Management Coordinator, PREF2125
- Recreation Center Director, PREF2128
- Recreation Leader, PREF2135
- Recreation Supervisor, PREF2150
- Refuse Operations Manager, PREF2155

VI. Request for Extension of Civil Service Eligible List(s):

- Accountant, 19EOC63976
- Administrative Assistant/Bilingual, 17EP77275
- Administrative Secretary, 16EP70882
- Assistant Mail Room Coordinator, 17EOC60147
- Associate Accountant, 19EOC64775
- Associate Accountant, 19EP75332
- Automotive Parts Clerk, 17EOC61372
- Building Maintenance Foreman, 18EOC69478
- Clerk II/Typing, 17EDCR1713
- Clerk II/Typing/Bilingual, 17EDCR1715
- Clerk II/Typing/RHA, 17EDCR1717P
- Comprehensive Adolescent Pregnancy Prevention Supervisor, 18EOC61311
- Counseling Specialist, 19EOC60365

- Customer Service Representative, 18EP78126
- Customer Service Representative/Bilingual, 18EOC65997
- Executive Assistant, 17EP72324
- Historical Researcher, 18EOC68014
- Human Resource Assistant, 18EOC67378
- Human Resource Assistant, 18EP79118

VI. Request for Extension of Civil Service Eligible List(s) (Continued):

- Human Resource Assistant/Bilingual, 18EOC67386
- Human Resource Assistant/Bilingual, 18EP79119
- Human Resource Consultant I, 18EOC67405
- Human Resource Consultant I, 18EP79120
- Human Resource Coordinator, 18EOC67355
- Integrity Compliance Officer/Part-Time/On-Call, 18EOC67139
- Junior Accountant, 19EOC64606
- Junior Accountant, 19EP75297
- Police Sergeant, 17ELP1705
- Process Improvement Specialist, 16EOC66104
- Purchaser, 17EOC61373
- Purchaser, 17EP77307
- Secretary to the Library Director, 19EOC64095
- Senior Accountant, 19EOC64748
- Senior Accountant, 19EP75311
- Senior Automotive Parts Clerk, 17EP77308
- Senior Community Housing Planner, 17EOC63687
- Senior Economic Development Specialist, 18EOC63900
- Senior Economic Development Specialist, 18EP78154
- Senior Housing Specialist/RHA, 17EP71026
- Senior Human Resource Consultant/Bilingual, 17EOC68224
- Senior Payroll Auditor, 18EP71016
- Stock Clerk/RHA, 17EOC61314
- Victim Assistance Counselor, 19EOC69106
- Victim Assistance Counselor/Bilingual, 19EOC68233

VII. Request for Extension of Temporary Position(s): None

VIII. Transfer Of Function(s):

- The Information Services Unit of the Mayor's Office will transfer into the Information Technology Department.
- The Payroll Unit will transfer from the Department of Finance into the Department of Human resource Management.
- The Office of Planning will transfer from the Department of Neighborhood and Business Development to the Mayor's Office.

IX. Reinstatement Request(s): **None**

X. Extension of Trainee Program:

- The Rochester Fire Department is requesting a one-time (3) month extension of the traineeship for the Firefighter Trainees hired in 2019.

THE END