

CIVIL SERVICE COMMISSION  
GENERAL SESSION AGENDA  
**Thursday, March 24, 2022**  
2:00 P.M., ZOOM, CITY HALL

I. Approval of the Minutes of the meeting (General and Executive Sessions) on February 24, 2022.

II. Commission Correspondence(s): **None**

III. Classification/Reclassification(s):

Administration/Mayor's Office Classify (1)	Senior Field Auditor Br. 23 (\$61,107 - \$80,574) Competitive
Administration/Law Classify (1)	Assistant to the Corporation Counsel/Temporary (2/28/22 – 3/24/22) Br. 20 (\$51,338 - \$68,051) Exempt
Administration/Law Classify (1)	Assistant to the Corporation Counsel Br. 20 (\$51,338 - \$68,051) Exempt
Administration/DHRM Classify (1)	Administrative Assistant Br. 16 (\$45,220 - \$58,043) Competitive
Administration/Communications Classify (1)	Associate Communications Assistant/On-Call/Temporary (3/9/22 – 3/8/23) Br. 248N (\$30.65 - \$40.42) Competitive
DES/Commissioner's Office Classify (1)	Associate Director of Executive Protection Services Br. 33 (\$92,382 - \$121,815) CPNC
DES/Commissioner's Office Classify (5)	Executive Protection Associate/On-Call/Temporary (2/17/22 – 6/30/22) Br. 248N (\$29.38 - \$38.74) CPNC
DES/Buildings & Parks/Cemeteries Classify (1)	Cemetery Service Representative/Temporary (2/28/22 – 5/22/22) Br. 110N (\$21.30 - \$24.08) Competitive
RPL/Central Classify (1)	Library Automation Assistant/Temporary Br.13 (\$41,115 - \$52,673) Competitive
NBD/Neighborhood Preservation Classify (1)	Clerk III/Typing/Seasonal Br. 70N (\$19.26 - \$24.08) Non-Competitive
DRHS/Commissioner's Office Classify (1)	Public Market Event Specialist Br. 16 (\$45,220.24 - 58,043.18) Competitive
DRHS/Recreation & Youth Services Classify (2)	Locker Room Attendant/Part-Time Br. 815 (\$15.00) CPL
DRHS/Human Services Classify (1)	Community Support Counselor Supervisor Br. 23 (\$61,107 - \$80,574) Competitive

IV. Adoption of Job Specification(s):

- Senior Recreation Assistant
- Senior Recreation Assistant/Education Aide
- Senior Recreation Assistant/Sports & Fitness Aide
- Senior Recreation Assistant/Youth Development Aide

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

- 911 Dispatcher II, 21ELP2113
- Engineer II, 21EOC65140
- Engineer III, 21EOC65198
- Technology Applications Coordinator, 21EOC63356

**B.** Close-out of examination process: **None**

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

- 911 Operations Manager,21ELP2104
- 911 Shift Supervisor,20ELP2004
- Animal Control Officer,19EOC61668
- Animal Services Client Specialist,19EOC62972
- Assistant Supervisor of Markets,19EOC68427
- Associate Library Director,20EOC61299
- Building Maintenance Supervisor/RHA,19EOC67469
- Cemetery Service Representative,19EOC68434
- Clerk II,19EP73734
- Clerk III/Typing,19EDCR1904
- Clerk III/Typing,19EDCR1907P
- Community Housing Planner,20EOC63573
- Housing Manager II/RHA,20EOC65484
- Housing Manager II/RHA,20EP73291
- Housing Manager III/RHA,20EP73739
- Housing Specialist/RHA,20EOC63152
- Lead Police Information Clerk,19EP73907
- Librarian II,21EP71564
- Librarian II,21EOC60650
- Mail Room Clerk/RHA,19EOC69138
- Manager of Building Services,19EP73517
- Meter Reader,21EOC69063
- Parking Enforcement Officer,19EOC67100
- Parking Enforcement Supervisor,19EP73542
- Police Information Clerk,19EOC68745
- Police Investigator,21ELP2103

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

- Property Manager/RHA,20EOC60131
- Public Housing Director/RHA,20EOC61955
- Public Safety Aide/PT,19EOC69543
- Senior Human Resource Consultant,19EP70691
- Senior Human Resource Consultant,19EOC64389
- Supervisor of Structures and Equipment,19EP73493
- Supervisor of Structures and Equipment,19EOC66832

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

VIII. Transfer(s): **None**

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

X. Misc.:

- Revised Police Officer Candidate Drug Involvement Policy

**END**