

CIVIL SERVICE COMMISSION  
GENERAL SESSION AGENDA  
**Thursday, December 18, 2014**  
3:30 P.M., ROOM 102A, CITY HALL

I. Approval of the minutes of the meeting (regular and executive) on November 20, 2014.

II. Commission Correspondence: **None**

III. Classification/Reclassification:

|   |   |
|---|---|
| ECD/Operations<br>Classify: (3)                                       | Public Safety Communicator I<br>Br. 110 (\$28,694 - \$44,308)<br>Competitive  |
| RFD/Suppression<br>Classify: (17)                                     | Firefighter<br>Br. 80 (\$38,190 - \$66,691)<br>Competitive  |
| DES/Architecture & Engineering<br>Classify: (1)                       | Administrative Assistant<br>Br. 16 (\$39,366 - \$50,531)<br>Competitive   |
| DES/Architecture & Engineering<br>Classify: (1)                       | Engineer II/Temporary<br>(12/1/14 – 12/18/14)<br>Br. 24 (\$56,058 - \$73,916)<br>Competitive                        |
| DES/Architecture & Engineering<br>Classify: (1)                       | Engineer II<br>Br. 24 (\$56,058 - \$73,916)<br>Competitive  |
| DES/Operations & Parks/Special<br>Services<br>Classify: (15)          | Laborer/Seasonal<br>Br. P456 (\$8.85/hr)<br>Labor   |
| LIBRARY/Central/Children's<br>Classify: (1)                           | Library Page/Part-Time/Temporary<br>(12/18/14 – 1/30/15)<br>Br. N401 (\$8.00 - \$8.50/hr)<br>Labor                  |
| NBD/Planning & Zoning<br>Classify: (1)                                | Assistant Plans Examiner<br>Br. 21 (\$46,476 - \$61,699)<br>Competitive   |
| NBD/Planning & Zoning<br>Classify: (1)                                | Plans Examiner<br>Br. 24 (\$56,058 - \$73,916)<br>Competitive   |
| DRYS/Commissioners Office<br>Classify: (1)                            | Youth Intervention Specialist/Temporary<br>(11/16/14 – 11/15/15)<br>Br. 18 (\$41,920 - \$54,714)<br>Non-Competitive |
| DRYS/Recreation<br>Classify: (1)                                      | Grounds Equipment Operator/Part-Time<br>Br. P756 (\$13.99-\$15.99/hr)<br>Non-Competitive                            |
| DRYS/Employment, Skills Training &<br>Youth Services<br>Classify: (1) | Professional Development Specialist/Bilingual<br>Br. 18 (\$41,920 - \$54,714)<br>Competitive                        |

|                                     |  |
|-------------------------------------|--|
| RPD/Investigations<br>Classify: (1) | Police Investigator/Temporary<br>(11/17/14 – 11/16/15)<br>Br. 191 (\$76,367 - \$81,002)<br>Competitive |
| RPD/Operations<br>Classify: (14)    | Police Officer<br>Br. 90 (\$40,762 - \$71,179)<br>Competitive  |
| RPD/Investigations<br>Classify: (1) | Police Lieutenant/Temporary<br>(12/8/14 – 6/7/15)<br>Br. 94 (\$86,922 - \$92,163)<br>Competitive       |
| RPD/Operations<br>Classify: (1)     | Police Sergeant/Temporary<br>(11/25/14 – 5/24/15)<br>Br. 92 (\$76,867 - \$81,502)<br>Competitive       |
| RPD/Operations<br>Classify: (1)     | Police Sergeant/Temporary<br>(11/26/14 – 2/25/15)<br>Br. 92 (\$76,867 - \$81,502)<br>Competitive       |

**IV. Adoption of Job Specifications:**

Professional Development Specialist  
 Professional Development Specialist/Bilingual  
 Senior Professional Development Specialist

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

- Assistant Library Director III, 14EOC65442
- Senior Water Plant Operator, 14EP72368
- Water Treatment Supervisor, 14EP74038
- Police Sergeant, 14ELP1406

**B. Preferred List:**

- Administrative Analyst, BR20 0070

**C. Close-out of examination process:**

- Senior Water Plant Operator, 14EOC62709
- Water Treatment Supervisor, 14EOC62866

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

- 911 Operations Manager, 12ELP1123
- 911 Shift Supervisor, 12ELP1122
- Adjudication Assistant, 12EP71553
- Associate Real Estate Specialist, 11EOC64869
- Building Maintenance Supervisor/RHA, 11EOC66559
- Cashier/Bilingual, 12EP71590
- Cashier/Bilingual, 12EOC62786
- Clerk II, 11EP79444
- Clerk II/Bilingual, 11EP79445
- Clerk II/Bilingual, 11EOC64716
- Computer Operations Supervisor, 13EP72493
- Electrical Inspector, 11EOC64718
- Engineer I, 11EOC67159
- Engineer II, 11EP70036
- Engineer II, 11EOC67160
- Engineer III, 11EP70037
- Engineer III, 11EOC67161
- Management Trainee, 11ELOC1109
- Navigator (RHA), 12EOC64950
- Operations Manager, 12EP72117
- Police Investigator, 12EP71279
- Principal Account Clerk, 12EP79447
- Public Safety Aide, 12EOC65868
- Senior Account Clerk/RHA, 13EOC60200
- Senior Retrieval Room Aide/PT, 13EOC61449
- Senior Retrieval Room Aide/PT, 13EP73554
- Supervisor of Administrative Services, 12EP72121

**VII.**     Request for extension of temporary positions:

- One position of Clerk III/Typing Part-time (encumbered by Carrie Fox) in the Central Library/Children's Department.
- One position of Police Lieutenant (encumbered by Kevin Koehn) in the Rochester Police Department/Westside.
- One position of Police Sergeant (to be encumbered by J Cropo) in the Rochester Police Department/Operations.

**VIII.** Transfers: **None**

**IX.** Reinstatement requests:

- Emmanuel Scott is requesting reinstatement to the Firefighter eligible list

**X.** Informational:

- Civil Service Commission Meeting Schedule Memo; January through June 2015

THE END