

CIVIL SERVICE COMMISSION
GENERAL SESSION AGENDA
Thursday, May 19, 2016
3:30 P.M., ROOM 102A, CITY HALL

- I. Approval of the minutes of the meeting (regular and executive) on April 21, 2016
- II. Commission Correspondence: **None**
- III. Classification/Reclassification:

Administration/DHRM Classify: (1)	Human Resource Associate/On-Call/Temporary (Temporary 5/30/16-1/31/17) Br. N120 (\$19.45 - \$24.95) Competitive
Emergency Communications/911 Classify: (5)	911 Dispatcher I Br. 150 (\$33,000 - \$51,314) Competitive
Emergency Communications/911 Classify: (1)	911 Dispatcher I Br. 150 (\$33,000 - \$51,314) Competitive
RFD/Fire Safety Division Classify: (1)	Clerk Typist/Part-Time/Temporary (Temporary 5/2/16-11/2/16) Br. 030 (\$15.61 - \$17.66) Non-competitive
RFD/Fire Safety Division Classify: (1)	College Junior Intern/Seasonal (5/31/16 – 8/31/16) Br. 308 (\$13.65 - \$15.26) Non-competitive
DES/Water/Distribution Classify: (1)	Water Maintenance Worker/Seasonal Br. 598 (\$16.03 - \$17.04) Non-competitive
DES/Water/Upland Classify: (1)	Assistant to the Manager of Water Production/On- Call/Temporary (5/2/16 – 12/31/16) Br. N288 (\$32.52 - \$42.87) Competitive
DES/Equipment Services Classify: (1)	Heavy Equipment Aide/Temporary (5/22/16 – 5/21/17) Br. 59 (\$16.04 - \$20.06) Non-Competitive
Information Technology Classify: (1)	Systems Engineer II Br. 27 (\$64,964 - \$85,659) Competitive
NBD/Business & Housing Development Classify: (1)	Economic Development Project Manager Br. 26 (\$62,261 - \$82,095) Competitive
NBD/Business & Housing Development Classify: (1)	Director of Strategic Business Development Br. 30 (\$73,430 - \$96,821) Competitive
DRYS/Recreation Administration Classify: (18)	Literacy Aide/Seasonal Br. N403 (\$9.14 - \$10.86) Non-competitive
RPD/Administration/Research & Evaluation Classify: (1)	Technology Applications Coordinator Br. 25 (\$59,667 - \$78,673) Competitive

RPD/Technical Services Section Classify: (1)	Clerk II Br. 9 (\$32,692-\$41,273) Competitive
RPD/Special Investigations Section Classify: (1)	Clerk II Br. 9 (\$32,692-\$41,273) Competitive
Rochester Housing Authority Classify: (1)	Clerk III/Typing (55a) Br. 7X (\$26,444 - \$36,162) Non-competitive

IV. Adoption of Job Specifications:

- Animal Care Technician
- Benefits Assistant
- Computer Aide
- Police Investigator
- Real Property Appraiser
- Supervising Library Materials Handler

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

- Clerk II/Typing, 16EDCR1611P
- Clerk II/Typing/Bilingual, 16EDCR1609
- Clerk II/Typing/Bilingual/RHA, 16EDCR1613P
- Clerk II/Typing/RHA, 16EDCR1612P
- Police Paralegal, 16EOC67497
- Police Paralegal/Bilingual, 16EOC67643

B. Close-out of examination process:

- Clerk II/Typing/Bilingual, 16EDCR1610P

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

VII. Request for extension of temporary positions:

VIII. Transfers:

- The Rochester Police Department is requesting approval to transfer a Police Clerk to a vacant Clerk II position.

- IX. Reinstatement requests: **None**

- X. Delegation of Authority (06/01/16 – 05/31/17):
 - A. Public Hearing
 - B. Decision on Resolution

- XI. Election of a Chair (06/01/16 – 05/31/17)

- XII. Proposed Civil Service Commission Meeting dates for July – December 2016.

THE END