

CIVIL SERVICE COMMISSION
GENERAL SESSION AGENDA
Thursday, February 19, 2015
3:30 P.M., ROOM 102A, CITY HALL

- I. Approval of the minutes of the meeting (regular and executive) on **January 22, 2015**.
- II. Commission Correspondence: **None**
- III. Classification/Reclassification:

ADMIN/Mayor's Office Classify: (1)	Executive Staff Assistant III Br. 27 (\$63,690 - \$83,979) Exempt
ADMIN/Mayor's Office Classify: (1)	Senior GIS Analyst Br. 23 (\$53,724 - \$70,838) Competitive
ADMIN/Mayor's Office Classify: (1)	Management Trainee Br. 18 (\$41,920 - \$54,714) Competitive
ADMIN/Mayor's Office Classify: (1)	Administrative Secretary Br. 13 (\$35,793 - \$45,854) Competitive
ADMIN/DHRM Classify: (1)	Senior Payroll Auditor Br. 23 (\$53,724 - \$70,838) Competitive
RFD/Chief's Office Classify: (1)	Battalion Chief Br. 85 (\$92,843 - \$97,437) Competitive
DES/Operations & Parks/Equipment Services Classify: (1)	Senior Account Clerk Br. 10 (\$32,852 - \$41,719) Competitive
Library/Central/Information Desk Classify: (1)	Librarian I / Bilingual / Part-time / Temporary (2/1/15 – 5/1/15) Br. N185 (\$21.52 - \$25.07) Non-competitive
Library/Central/Maintenance Classify: (1)	Clerk III/Typing Br. 7 (\$30,521 - \$38,156) Competitive
IT/Information Services Classify: (1)	Information Services Manager Br. 31 (\$74,937 - \$98,810) Competitive
FINANCE/Treasury Classify: (1)	Senior Accountant/On Call/Temporary (2/2/15 – 2/1/16) Br. N200 (\$24.56 - \$32.55/hr) Competitive
FINANCE/Parking Classify: (1)	Parking Equipment Mechanic / Part-time / Temporary (1/20/15 – 1/26/15) Br. P710 (\$15.79 - \$17.32) CPNC
RPD/Operations/Patrol Classify: (6)	Police Sergeant Br. 92, (\$76,867 - \$81,502) Competitive

RPD/Animal Services Classify: (1)	Animal Control Officer/Temporary (1/18/15 – 4/17/15) Br. 12, (\$34,728-\$44,514) Competitive
RPD/Operations Classify: (1)	Police Lieutenant/Temporary (2/16/15 – 3/16/15) Br. 94, (86,922 - \$92,163) Competitive
RPD/Operations Classify: (1)	Police Lieutenant/Temporary (1/28/15 – 2/26/15) Br. 94, (86,922 - \$92,163) Competitive
RHA Classify: (3)	Housing Specialist (\$31,000 - \$43,528) Competitive

IV. Adoption of Job Specifications:

- Administrative Secretary /Bilingual (Spanish)
- Municipal Parking Compliance Auditor
- Parking Compliance Monitor
- Parking Facility Manager
- Police Stenographer

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

- Police Sergeant, 14ELP1406
- Close-out of examination process: **None**

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

- Accountant, 13EOC66370
- Administrative Assistant/RHA, 12EP70617
- Administrative Secretary, 13EP71808
- Application Services Analyst I, 11EOC15525
- Application Services Analyst II, 11EOC66449
- Application Services Analyst II, 11EP79759
- Application Services Analyst III, 11EP79760
- Application Services Developer, 11EOC66838
- Assistant Director of Parking, 14EP73671
- Assistant Superintendent/Water Distribution, 12EP70613
- Assistant Superintendent/Water Distribution, 12EOC68417
- Associate Accountant, 13EOC66270
- Battalion Chief, 12EP70618
- Business Process Analyst I, 11EOC66839
- Business Process Analyst II, 11EOC66841
- Business Process Developer, 11EOC15434
- Business Process Services Manager, 11EOC66536

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

- Clerk II/Typing, 12EDCR1118
- Clerk II/Typing/Bilingual, 13EDCR1308
- Clerk III/Typing, 13EDCR1306
- Computer Communications Technician, 11EOC15701
- Director of Administration & Finance, 14EP73076
- Director of Human Resources/RHA, 13EOC64267
- Dispatcher, 13EOC61448
- Executive Assistant, 12EP79002
- Family Self Sufficiency Supervisor/RHA, 14EP73031
- Fire Communications Technician, 12EOC67731
- Firefighter, 12ELOC1117
- Forestry Technician, 12EOC63221
- Housing Manager II/RHA, 14EOC61636
- Housing Manager II/RHA, 14EP71428
- Housing Manager III/RHA, 14EP71429
- Housing Specialist/RHA, 12EOC64680
- Information Services Analyst I, 11EOC66524
- Information Services Analyst II, 11EOC66526
- Information Services Analyst III, 11EOC66523
- Information Services Developer, 11EOC65259
- IT Relationship Manager, 11EOC65262
- IT Relationship Manager, 11EP79546
- Junior Accountant, 14EP73475
- Junior Accountant, 14EOC61258
- Labor Relations Specialist, 13EOC66566
- Library Automation Specialist, 11EOC60544
- Manager of Water Distribution, 12EP70515
- Manager of Water Distribution, 12EOC68218
- Meter Reader, 13EOC61673
- Police Paralegal/Bilingual, 14EOC64589
- Principal Staff Assistant, 12EP70614
- Property Manager/RHA, 14EP73227
- Recreation Leader, 12EOC69063
- Secretary to the Director of Communications, 13EP71721
- Senior Accountant, 14EOC61698
- Senior Accountant, 14EP73649
- Senior Economic Development Specialist, 11EOC60744
- Senior Forestry Worker, 12EOC60593
- Senior Human Resource Consultant, 13EOC67774
- Superintendent of Water Distribution, 12EOC68067
- Supervising Water Distribution Technician, 12EP79028
- Supervisor of Electrical Trades, 13EOC66611
- Supervisor of Water Supply Maintenance, 12EP77517
- Systems Engineer I, 11EOC15437
- Systems Engineer II, 11EOC66591
- Systems Engineer III, 11EOC66594
- Systems Engineer IV, 11EOC66595
- Systems Engineer IV, 11EP79780
- Technical Infrastructure Services Manager, 11EOC65239
- Water Instrumentation Technician, 14EOC60931
- Water Operations Supervisor, 12EOC65670

VII. Request for extension of temporary positions:

- One position of Clerk III/Typing Part Time (encumbered by Holly Rockwell) in the Department of Recreation & Youth Services / Commissioners Office.
- One position of Duplicating Operator / Part Time (encumbered by Merceditas Miranda) in the Central Library / Communications Department.
- One position of Police Sergeant (encumbered by Jeremy Robinson) in the Rochester Police Department/ Operation/ Patrol.

VIII. Transfers: **None**

IX. Reinstatement requests:

- Sandra Peck to the title of Senior Accountant / On Call / Temporary, in the Treasury Bureau, Finance Department.

X. Misc: **None**

THE END