

MEMORANDUM

CITY OF PHILADELPHIA OFFICE OF HUMAN RESOURCES

Date: November 18, 2015

To: Distribution

From: Billy Collins, Human Resources Technical Specialist

Subject: Civil Service Commission Agenda – November 18, 2015

I. CLASSIFICATION AND PAY ITEMS

NO.	CLASS CODE	CLASS TITLE	NATURE OF ACTION	SAL. RANGE	CSC ACTION of 11/18/15
1.	2G03	Archivist 2	Change in class specification	EP19	Approved
2.	2L31	Administrative Specialist 1 – Non-Confidential	Change in class specification	EP13	Approved
3.	2L32	Administrative Specialist 2 – Non-Confidential	Change in class specification	EP19	Approved
4.	3E03	City Planner 2 (General) (Urban Design)	Change in class specification	EP19	Approved
5.	3E21	Geographic Information Systems Specialist 2	Change in class specification	EP19	Approved
6.	3H26	Analytical Chemist 1	Change in class specification	EP13	Approved
7.	4J45	Sanitarian Specialist (Bilingual) (General)	Change in class specification	EP16	Approved
8.	5A06	Social Work Services Manager 1 (Bilingual) (General)	Change in class specification	EP12	Approved
9.	5A07	Social Work Services Manager 2 (Bilingual) (General)	Change in class specification	EP18	Approved
10.	2L08	Fr: Administrative Services Supervisor/Assistant – Confidential	Change in class specification	N13	Approved

NO.	CLASS CODE	CLASS TITLE	NATURE OF ACTION	SAL. RANGE	CSC ACTION of 11/18/15
	2L08	To: Administrative Services Supervisor –Confidential	and establishment of class	N13	
	2L11	To: Administrative Assistant-Confidential		N13	
11.	2P08	Airport Administrative Manager	Change in class specification and pay rate	Fr: N24 To: N25	Approved
12.	2P22	Airport Public Affairs Manager	Change in pay rate	Fr: N25 To: N26	Approved
13.	3A02	Engineering Aide 2 (Architectural) (Surveying) (Drafting) (Traffic) (Operations)	Change in class specification	11	Approved
14.	3A03	Engineering Aide 3 (Architectural) (Surveying) (Drafting) (Operations)	Change in class specification	15	Approved
15.	3A11	Engineering Technician 1 (Civil) (Electrical) (Electronic) (Mechanical)	Change in class specification	16	Approved
16.	3A12	Engineering Technician 2 (Civil) (Electrical) (Electronic) (Mechanical)	Change in class specification	18	Approved
17.	3A41	Highway Construction Inspector 1	Change in class specification	13	Approved
18.	3A50	Streets Technical Services Officer	Change in class specification	N19	Approved
19.	3A51	Streets Technical Services Manager	Change in class specification	N21	Approved
20.	7A49	Highway Operations Assistant Manager	Change in class specification	N18	Approved
21.	7A50	Highway Operations Manager	Change in class specification	N20	Approved
22.	4A57	AIDS Infection Control Practitioner	Change in class specification	EP20**	Approved
23.	4D33	Executive Medical Director	Change in	N40****	Approved

NO.	CLASS CODE	CLASS TITLE	NATURE OF ACTION	SAL. RANGE	CSC ACTION of 11/18/15
			class specification		
24.	4J18	Air Pollution Control Inspection Supervisor (Air Compliance) (Asbestos)	Change in class specification	23	Approved
25.	5A61	Fr: Health Services Social Worker 1 (Bilingual) (General)(Group Work)(Mental Retardation) To: Health Services Social Worker 1 (Bilingual) (General)(Group Work)(Mental Retardation) (Intellectual Disability Services)	Change in class specification and specialty	EP12	Approved
26.	5A62	Health Services Social Worker 2 (Bilingual)(General) (Group Work)(Intellectual Disability Services)	Change in class specification	EP18	Approved
27.	6F02	Field Investigator (General)(Bilingual)	Change in class specification	8	Approved
28.	7A23	Abatement Worker (Clean and Seal) (Lead Removal)	Change in class specification	9	Approved
29.	4J41	Public Health Sanitarian (Bilingual) (General)	Change in class specification	EP14	Approved
30.	5C40	Clean Block Officer (General) (Bilingual)	Change in class specification and denial of pay appeal	11	Approved
31.	5F71	Health Program Management Analyst	Change in class specification	EP21	Approved
32.	5G27	Fr: AIDS Program Services Manager (Prevention) (Surveillance) To: AIDS HIV Program Services Manager (Prevention) (Surveillance)	Change in class specification and title	N24	Approved

NO.	CLASS CODE	CLASS TITLE	NATURE OF ACTION	SAL. RANGE	CSC ACTION of 11/18/15
33.	6G04	Housing & Fire Inspector 2 (Bilingual) (General)	Change in class specification and pay rate	Fr: 15 To: 16	Approved
34.	6G05	Housing & Fire Inspection Supervisor	Change in class specification and pay rate	Fr: 19 To: 20	Approved
35.	6H25	L&I Construction Plans Review Specialist (Building) (Electrical) (Plumbing)	Change in class specification	EP20	Removed at the request of Licenses & Inspections
36.	7A01	Laborer	Change in class specification and denial of pay appeal	6	Approved
37.	7C13	Heavy Equipment Operator 1 (Crane) (Earthmoving: Tracked) (Earthmoving: Wheeled) (Special Purpose)	Denial of pay appeal	14	Approved
38.	7Q37	Prison Trades Worker 2 (Automotive) (Electrician) (Electronic-Locksmith) (Machinist) (Maintenance Mechanic) (Plumbing and Heating) (Welder) (Stationary Engineer)	Change in Class specification	45	Approved
39.	7Q39	Prison Maintenance Group Leader 2 (Automotive) (Building Maintenance) (Electrical) (HVAC) (Plumbing & Heating)	Change in class specification	49	Approved

** denotes 2 steps dropped

***denotes 3 steps dropped

II. CIVIL SERVICE REGULATIONS

REGULATION NUMBER	REGULATION	ACTION	CSC ACTION of 11/18/2015
6.086	APPOINTMENT RATE FOR EMPLOYEES	Revision	Approved

	HIRED FROM OPEN COMPETITIVE ELIGIBLE LISTS FOR THE FOLLOWING DEPARTMENTS AND CLASSES		
6.116	EXCEPTIONS	Revision	Approved
6.14-3	WORKING IN UNDERWATER DIVING OPERATIONS	Revision	Approved
6.221-1	SCHOOL CROSSING GUARDS	Revision	Approved
9.054	Qualifying Examinations for the Bilingual Specialty of a Class	Revision	Approved
9.0664	Additional Credits for Firefighter 1 Open Competitive Examinations	Revision	Approved

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