

MEMORANDUM

CITY OF PHILADELPHIA OFFICE OF HUMAN RESOURCES

Date: March 16, 2016

To: Distribution

From: Janine LaBletta, Human Resources Technical Specialist

Subject: Civil Service Commission Agenda – March 16, 2016

I. CLASSIFICATION AND PAY ITEMS

NO.	CLASS CODE	CLASS TITLE	NATURE OF ACTION	SAL. RANGE	CSC ACTION of 3/16/16
1.	7B25	Sewer Maintenance Crew Chief 2	Abolition of class	N14	Approved
2.	1B29	Contract Clerk	Change in class specification	17	Approved
3.	2B18	Fr: Revenue Collection Representative (Multi-Tax) (Enforcement) To: Revenue Collection Representative	Change in class specification and removal of specialties	12	Approved
4.	2B49	Tax Analyst Trainee	Change in class specification	EP10	Approved
5.	2E32	Fr: Minority Business Enterprise Specialist 1 To: Minority/Disadvantaged Business Enterprise Specialist 1	Change in class specification and title	EP13	Approved
6.	2E33	Fr: Minority Business Enterprise Specialist 2 To: Minority/Disadvantaged Business Enterprise Specialist 2	Change in class specification and title	EP19	Approved

NO.	CLASS CODE	CLASS TITLE	NATURE OF ACTION	SAL. RANGE	CSC ACTION of 3/16/16
7.	2E34	Fr: Minority Business Enterprise Coordinator (Compliance) (Certification) To: Minority/Disadvantaged Business Enterprise Coordinator	Change in class specification and title and removal of specialties	N23	Removed at the request of District Council 47
8.	Fr: 3C70 To: 3E70	Fr: Transportation Engineering Planning and Analysis Manager To: Transportation Planning and Analysis Manager	Change in class specification, title and class code	N27	Approved
9.	4J18	Fr: Air Pollution Control Inspection Supervisor (Air Compliance) (Asbestos) To: Air Pollution Control Inspection Supervisor	Change in class specification and removal of specialties	23	Approved
10.	5A50	Older Adult Center Director	Change in class specification	N22	Approved
11.	5F62	Food Policy Coordinator	Change in class specification	N23	Approved
12.	7B34	Inlet Cleaning Supervisor	Change in class specification	N15	Approved
13.	7G05	Bridge Maintenance/Inspection Worker Trainee	Change in class specification	10	Approved
14.	7K63	Electronic Technician 1 (Electronic Equipment) (Instrumentation) (Street Electronic Systems) (Surveillance Equipment)	Change in class specification	15	Approved
15.	7N07	Greenhouse/Nursery Attendant	Change in class specification	10	Approved

NO.	CLASS CODE	CLASS TITLE	NATURE OF ACTION	SAL. RANGE	CSC ACTION of 3/16/16
16.	7N71	Grounds and Facilities Maintenance Worker 1 (Grounds and Facilities) (Green Stormwater Infrastructure)	Change in class specification	7	Approved

II. CIVIL SERVICE REGULATIONS

REGULATION NUMBER	REGULATION	ACTION	CSC ACTION of 3/16/2016
6.0992	Types of Service	Revision	Approved
6.0993	Work Performance	Establishment	Approved
6.14-51	Collection Customer Representatives, Revenue Collection Representatives and Tax Assessors with responsibility for billing and collections of multiple taxes	Revision	Approved
10.0927	Removal of Names from Lists	Establishment	Approved
2.60	Sensitive Positions	Establishment	Removed at the request of District Council 47
10.0931	Removal of Names from List	Revision	
10.095	Process for removal of an eligible from an eligible list or certification for a felony or misdemeanor conviction for sensitive positions	Establishment	
11.082	Removal of an eligible from a certification only	Establishment	
11.09	Appointment of Eligibles	Revision	Removed at the request of District Council 47
11.092	Non-criminal background investigations	Revision	

11.093	Criminal Background Investigation as a Condition of Employment for Sensitive Positions.	Establishment	
11.094	Sensitive Positions for Which a Criminal Background Investigation is Required	Establishment	
20.061	Holiday falling within vacation period	Revision	Approved

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