

# MEMORANDUM

## CITY OF PHILADELPHIA OFFICE OF HUMAN RESOURCES

**Date:** October 19, 2016

**To:** Distribution

**From:** Janine LaBletta, Acting Hiring Services Manager

**Subject:** Civil Service Commission Agenda – October 19, 2016

### I. CLASSIFICATION AND PAY ITEMS

| NO. | CLASS CODE | CLASS TITLE  | NATURE OF ACTION                                     | SAL. RANGE                       | CSC ACTION of 10/19/2016 |
|-----|------------|--|--|----------------------------------|--------------------------|
| 1.  | 1B29       | Contract Clerk   | Change in class specification                        | 17                               | Approved                 |
| 2.  | 2D18       | Real Property Evaluator 3  | Change in class specification                        | EP21                             | Approved                 |
| 3.  | 2D19       | Real Property Evaluation Supervisor  | Change in class specification                        | N24                              | Approved                 |
| 4.  | 2H90       | Fr: Human Resources Professional<br><br>To: Human Resources Professional 1 | Change in class specification and title and pay rate | Fr: CP10-19A<br><br>To: CP10-13A | Approved                 |
| 5.  | 2H91       | Human Resources Professional 2   | Establishment of class                               | N19                              | Approved                 |
| 6.  | 6J56       | 311 Contact Center Agent (General) (Bilingual)                             | Change in class specification                        | 11                               | Approved                 |
| 7.  | 7F04       | Automotive Mechanic  | Change in class specification                        | 13                               | Approved                 |
| 8.  | 7H02       | Utility Maintenance Trainee  | Change in class specification                        | 7                                | Approved                 |

| NO. | CLASS CODE | CLASS TITLE  | NATURE OF ACTION              | SAL. RANGE | CSC ACTION of 10/19/2016 |
|-----|------------|--|-------------------------------|------------|--------------------------|
| 9.  | 7C13       | Heavy Equipment Operator 1<br>(Crane)<br>(Earthmoving: Tracked)<br>(Earthmoving: Wheeled)<br>(Special Purpose) | Change in class specification | 14         | Approved                 |

## II. PAY SCHEDULES

| Pay Schedule  | Action   | CSC Action of 10/19/2016 |
|---|----------|--------------------------|
| Schedule of Pay Ranges in Annual Amounts for Non-represented Employees – CP10-13A Career Progression Pay Schedule | Revision | Approved                 |

## III. CIVIL SERVICE REGULATIONS

| REGULATION NUMBER | REGULATION  | ACTION        | CSC ACTION of 10/19/2016                 |
|-------------------|---|---------------|--|
| 5.025             | CAREER PROGRESSION CLASSES  | Revision      | Approved                                 |
| 5.158             | APPOINTMENT RATE FOR EMPLOYEES HIRED FROM OPEN COMPETITIVE ELIGIBLE LISTS FOR THE FOLLOWING DEPARTMENTS AND CLASSES   | Revision      | Approved                                 |
| 6.0913            | Reassignment of Employees in Classes represented by District Council 33 subject to the Child Protective Service Law from a Position in One Class to a Position in a Class for Which They Are Qualified. | Establishment | Removed by the Office of Human Resources |
| 6.112             | Overtime Pay and Compensatory Time for Employees in the Mandatory Pay Plan  | Revision      | Approved                                 |
| 6.1157            | Overtime Rate for Designated Classes and Assignments in the Department of Licenses and Inspections  | Revision      | Approved                                 |

|        |   |               |  |
|--------|---|---------------|--|
| 6.31-H | CREDENTIAL BASED PAY – EMPLOYEES LOCATED IN SPECIFIC UNITS OF THE AIRPORT, CITY PLANNING COMMISSION, DEPARTMENT OF PUBLIC PROPERTY, STREETS DEPARTMENT OR IN THE WATER DEPARTMENT WHO COMPLETE AND RECEIVE A SPECIFIED CREDENTIAL DETERMINED TO BE RELATED TO THE PERFORMANCE OF JOB DUTIES | Revision      | Approved                                 |
| 14.05  | REASSIGNED EMPLOYEES FROM CLASSES REPRESENTED BY DISTRICT COUNCIL 33 SUBJECT TO THE CHILD PROTECTIVE SERVICE LAW  | Establishment | Removed by the Office of Human Resources |
| 21.085 | SICK LEAVE CONVERSION TO VACATION LEAVE   | Revision      | Approved                                 |

**Distribution:**

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