

2011 OCT 20 PM 2:30

CITY OF OAKLAND
AGENDA REPORT

TO: Office of the City Administrator
ATTN: Deanna J. Santana
FROM: Department of Human Resources Management
DATE: October 25, 2011

RE: **A Quarterly Report on Citywide Vacancies and Hiring for the First Quarter of Fiscal Year 2011-2012**

SUMMARY

This is an informational report that provides an update on vacant positions and hiring for the first quarter of the fiscal year beginning July 1, 2011.

- ***Vacancies:*** The chart on page 2 provides a summary and ***Attachment A*** provides a list of the vacancies citywide, broken out by department or agency, including the primary fund associated with the position.
- ***Hiring Since July 1, 2011:*** ***Attachment B*** provides a list of all positions that were filled with new hires since July 1, 2011.

FISCAL IMPACT

Leaving positions vacant and freezing certain positions provides some support of the budgeted assumptions for the vacancy rate in departments. Further reductions to vacancies may impact departments' ability to meet the vacancy rate assumption in their budgets.

BACKGROUND

The Department of Human Resources Management (DHRM) provides a quarterly report on vacancies to the Finance and Management Committee. Additionally, Resolution No. 82532 C.M.S., adopted on February 16, 2010, implemented a hiring freeze for positions in the General Fund and required that City Council be provided with a report of hiring activity during the hiring freeze.

KEY IMPACTS

A. Citywide Vacancies

The lists of vacancies provided below and in ***Attachment A*** capture true vacancies citywide. A "true vacancy" is defined as a vacant position that is not personnel-encumbered in any other way, i.e. linked, frozen, funding allocated (fully or partly) to temporary personnel staffing, overtime, or backfill/acting costs.

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In the last report presented in May 2011, there were 214.05 FTE positions vacant citywide; as of September 26, 2011, there were 233.16 FTE positions vacant citywide.

FUND	TYPE	VACANT	ALL POSITIONS	% VACANT
GPF (1010)	Sworn (Fire)	45.00	498.00	9.03%
	Sworn (Police)	2.00	530.00	0.37%
	Civilian	52.10	1000.72	5.20%
Total GPF (1010)		99.10	2028.72	4.88%
Non-GPF	Sworn (Fire)	0.00	1.00	0.00%
	Sworn (Police)	0.00	122.00	0.00%
	Civilian	134.06	1678.92	7.98%
Total Non-GPF		134.06	1801.92	7.43%
All Funds	Sworn (OPD & OFD)	47.00	1151.00	4.08%
	Civilian	186.16	2679.64	6.94%
Citywide Total		233.16	3830.64	6.08%

B. Hiring Since July 1, 2011

The list of positions provided in **Attachment B** captures all of the new hires since July 1, 2011, all of which conform to the requirements of Resolution No. 82532 C.M.S., adopted on February 16, 2010, which required that General Fund positions exempted from the hiring freeze meet one of four criteria:

- 1) the position is required to meet federal, state, or local mandates;
- 2) the position is already budgeted and is necessary to ensure provision of critical City services or operations;
- 3) the position is part of a program or activity that is revenue-generating and fully cost-covering; or
- 4) the position is necessary to carry out programs supported by the American Reinvestment & Recovery Act (ARRA or Stimulus Program) or other grants.

Additionally, positions for which funding comes from a non-General Fund source may only be filled if the appointment does not increase a negative balance in the fund.

In addition to positions being newly filled, **Attachment C** provides information on positions that were filled through employee reassignments due to reinstatements to formerly held classifications, redeployment in lieu of layoffs, and promotions. In all, a total of one hundred and eighty (180) positions were filled during the reporting period, a summary of which is provided below.

Summary of New Hires and Employee Reassignments*

TYPE	QTY
New Hires	105
- Police Officer Reinstatements (28)	
- Other Full Time (21)	
- Part Time (56)	
Employee Reassignments	75
- Internal Reinstatements (4)	
- Redeployments (20)	
- Promotions (51)	

TOTAL 180

* Does not include staffing assignment changes that occurred as a result of budget reductions, i.e. reversions (where the employee reverted to a formerly held classification), or bumping.

SUSTAINABLE OPPORTUNITIES

No economic, environmental, or social equity opportunities have been identified in connection with the subject of this report.

DISABILITY AND SENIOR CITIZEN ACCESS

There are no direct disability or senior citizen access issues associated with this report.

ACTION REQUESTED OF THE CITY COUNCIL

Staff requests that City Council accept this quarterly report on Citywide vacancies and hiring for the first quarter of fiscal Year 2011-2012.

Respectfully submitted,



Andrea Gourdine, Director
Department of Human Resources Management

Prepared by:
Kip Walsh, Human Resources Manager
Recruitment and Classification

- ATTACHMENT A – Vacancies by Department
- ATTACHMENT B – New Hires July 1, 2011 to September 30, 2011
- ATTACHMENT C – Employee Reassignments July 1, 2011 to September 30, 2011
- ATTACHMENT D – List of Funds

APPROVED AND FORWARDED TO THE
FINANCE AND MANAGEMENT COMMITTEE:


Office of the City Administrator

Item: _____
Finance and Management Committee
October 25, 2011

Vacancies by Department
(as of 09/26/11)

Attachment A

DEPT.	ORG #	FUND	JOB CLASSIFICATION TITLE	CLASS#	REP	REV FTE
CITY ADMIN	02711 -	1010	Exec Dir to Public Ethics Comm	AP365	U31	1.00
CITY ADMIN	02811 -	1010	Financial Analyst	AF033	UM2	1.00
CITY ADMIN	02811 -	1010	Financial Analyst, Principal	AF041	UM2	1.00
CITY ADMIN	02311 -	1010	Human Resource Analyst, Principal	MA127	U31	1.00
CITY ADMIN	02111 -	2251	Program Analyst 1	AP292	TW1	1.00
CITY ADMIN Total						5.00
CITY CLERK	03121 -	1010	Administrative Assistant II	SS104	TW1	1.00
CITY CLERK Total						1.00
FINANCE	08911 -	1010	Account Clerk II	AF020	SD1	1.00
FINANCE	08511 -	1150	Benefits Technician	AP115	TW1	1.00
FINANCE	08243 -	4550	Buyer	SS193	TW1	0.50
FINANCE	08433 -	2413	Cashier	AF003	SD1	1.00
FINANCE	08222 -	7780	Controller, Assistant	EM217	UM2	1.00
FINANCE	08222 -	7780	Financial Analyst	AF033	UM2	0.75
FINANCE	08941 -	1010	Parking Control Technician	TR164	SC1	1.00
FINANCE	08421 -	1010	Tax Auditor II	AF022	SD1	1.00
FINANCE	08451 -	1700	Tax Enforcement Officer III	AF052	UH1	0.75
FINANCE Total						8.00
POLICE	106510	2411	Account Clerk II	AF020	SD1	1.00
POLICE	106510	1010	Account Clerk III	AF030	UH1	1.00
POLICE	102110	2112	Administrative Analyst II	AP106	TW1	1.00
POLICE	102340	1010	Administrative Analyst II	AP106	TW1	1.00
POLICE	107710	1010	Administrative Analyst II	AP106	TW1	1.00
POLICE	103130	1010	Animal Control Officer	PS100	SC1	1.00
POLICE	103130	1010	Animal Control Officer, PPT	PS195	SC1	0.50
POLICE	102610	1010	Criminalist II	PS112	TW1	1.00
POLICE	102610	1010	Criminalist III	PS113	UH1	1.00
POLICE	107510	2416	Crossing Guard, PPT	PS115	SC1	1.00
POLICE	107510	2416	Crossing Guard, PPT	PS115	SC1	1.00
POLICE	107510	2416	Crossing Guard, PPT	PS115	SC1	1.00
POLICE	107510	2416	Crossing Guard, PPT	PS115	SC1	1.00
POLICE	103110	1010	Deputy Chief of Police (PERS)	EM135	UN2	1.00
POLICE	101110	1010	Exec Asst to Agency Director	SS124	UM1	1.00
POLICE	106510	2112	Grants Coordinator	AP405	UM2	1.00
POLICE	106510	1010	Payroll Personnel Clerk II	SS161	SD1	1.00
POLICE	103310	1010	Police Communications Dispatcher	PS162	SC1	1.00
POLICE	103310	1010	Police Communications Dispatcher	PS162	SC1	1.00
POLICE	103310	1010	Police Communications Dispatcher	PS162	SC1	1.00
POLICE	103310	1010	Police Communications Dispatcher	PS162	SC1	1.00
POLICE	103310	1010	Police Communications Dispatcher	PS162	SC1	1.00
POLICE	103310	1010	Police Communications Supervisor	PS164	UH1	1.00
POLICE	107210	1010	Police Evidence Technician	PS165	SC1	1.00
POLICE	107310	1010	Police Evidence Technician	PS165	SC1	1.00
POLICE	102510	1010	Police Records Specialist	SS165	SD1	1.00
POLICE	107510	1010	Police Records Specialist	SS165	SD1	1.00
POLICE	103242	1010	Police Records Supervisor	PS171	UH1	1.00
POLICE	102110	1010	Police Services Manager I	MA152	UM1	1.00
POLICE	102110	1010	Program Analyst II	AP293	TW1	1.00
POLICE	102110	1010	Program Analyst II	AP293	TW1	1.00
POLICE	102110	1010	Program Analyst II	AP293	TW1	1.00
POLICE	102110	1010	Program Analyst II	AP293	TW1	1.00
POLICE	102110	1010	Program Analyst II	AP293	TW1	1.00
POLICE	102330	1010	Sergeant of Police (PERS)	PS179	PP1	1.00
POLICE	102340	1010	Sergeant of Police (PERS)	PS179	PP1	1.00

Vacancies by Department
(as of 09/26/11)

Attachment A

DEPT	ORG #	FUND	JOB CLASSIFICATION TITLE	CLASS#	REP.	REV PTE
POLICE Total						35.50
FIRE	20311	1010	Administrative Assistant I	SS102	SD1	1.00
FIRE	20411	1010	Captain of Fire Department	PS103	FQ1	1.00
FIRE	20411	1010	Captain of Fire Department	PS103	FQ1	1.00
FIRE	20411	1010	Captain of Fire Department	PS103	FQ1	1.00
FIRE	20411	1010	Captain of Fire Department	PS103	FQ1	1.00
FIRE	20411	1010	Captain of Fire Department	PS103	FQ1	1.00
FIRE	20411	1010	Captain of Fire Department	PS103	FQ1	1.00
FIRE	20411	1010	Captain of Fire Department	PS104	FQ1	1.00
FIRE	20411	1010	Captain of Fire Department	PS104	FQ1	1.00
FIRE	20814	1010	Captain of Fire Department	PS103	FQ1	1.00
FIRE	20411	1010	Engineer of Fire Department	PS118	FQ1	1.00
FIRE	20411	1010	Engineer of Fire Department	PS118	FQ1	1.00
FIRE	20411	1010	Engineer of Fire Department	PS118	FQ1	1.00
FIRE	20411	1010	Engineer of Fire Department	PS118	FQ1	1.00
FIRE	20411	1010	Engineer of Fire Department	PS119	FQ1	1.00
FIRE	20251	2412	Fire Communications Dispatcher	PS123	SC1	1.00
FIRE	20411	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20411	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20411	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20411	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20411	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20411	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20411	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20411	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20411	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20411	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20411	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20814	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20814	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20814	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20814	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00
FIRE	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00
FIRE	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00
FIRE	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00
FIRE	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00
FIRE	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00
FIRE	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00
FIRE	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00
FIRE	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00
FIRE	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00
FIRE	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00
FIRE	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00
FIRE	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00
FIRE	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00
FIRE	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00
FIRE	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00
FIRE	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00
FIRE	20321	1740	Hazardous Materials Inspect, Senior	IS113	SD1	1.00
FIRE	20371	1720	Heavy Equipment Operator	TR146	SB1	1.00
FIRE	20371	1010	Vegetation Management Supervisor	SC232	UH1	1.00
FIRE Total						50.00
PUBLIC WORKS	30211	7760	Account Clerk III	AF030	UH1	1.00
PUBLIC WORKS	30121	7760	Accountant I	AF002	SD1	1.00

Vacancies by Department
(as of 09/26/11)

Attachment A

DEPT	ORG #	FUND	JOB CLASSIFICATION TITLE	CLASS#	REP	REV FTE
PUBLIC WORKS	30211	7760	Administrative Assistant II	SS104	TW1	1.00
PUBLIC WORKS	30611	7760	Administrative Assistant II	SS104	TW1	1.00
PUBLIC WORKS	30541	4100	Auto Equipment Mechanic	TR100	SB1	1.00
PUBLIC WORKS	30234	5510	Capital Improvement Project Coor	SC112	UM2	1.00
PUBLIC WORKS	30235	3100	Chief of Party	TR114	UH1	1.00
PUBLIC WORKS	30235	3100	Chief of Party	TR114	UH1	1.00
PUBLIC WORKS	30632	4400	Construction & Maintenance Supv I	SC124	UH1	1.00
PUBLIC WORKS	30243	3100	Construction Inspector (Field)	IS106	SC1	1.00
PUBLIC WORKS	30232	3100	Construction Inspector, Sup II	SC244	UH1	1.00
PUBLIC WORKS	30633	4400	Custodian	TR120	SC1	1.00
PUBLIC WORKS	30632	4400	Custodian, PPT	TR121	SC1	0.89
PUBLIC WORKS	30242	2211	Drafting/Design Technician, Sr	ET109	SD1	1.00
PUBLIC WORKS	30244	3100	Drafting Technician, Int (Office)	ET110	TF1	1.00
PUBLIC WORKS	30533	3100	Electrical Const & Maint Planner	TR124	TF1	1.00
PUBLIC WORKS	30689	4450	Electrical Engineer II	TR125	TF1	1.00
PUBLIC WORKS	30522	2211	Electrician	TR128	IE1	1.00
PUBLIC WORKS	30522	2211	Electrician	TR128	IE1	1.00
PUBLIC WORKS	30232	7760	Engineer, Assistant II (Office)	ET113	TF1	1.00
PUBLIC WORKS	30232	7760	Engineer, Assistant II (Office)	ET113	TF1	1.00
PUBLIC WORKS	30243	7760	Engineer, Assistant II (Office)	ET113	TF1	1.00
PUBLIC WORKS	30244	7760	Engineer, Assistant II (Office)	ET113	TF1	1.00
PUBLIC WORKS	30244	3100	Engineer, Assistant II (Office)	ET113	TF1	1.00
PUBLIC WORKS	30264	1750	Engineer, Assistant II (Office)	ET113	TF1	1.00
PUBLIC WORKS	30232	7760	Engineer, Civil (Office)	ET116	TF1	1.00
PUBLIC WORKS	30242	2211	Engineer, Civil (Office)	ET116	TF1	1.00
PUBLIC WORKS	30262	2211	Engineer, Transportation	ET122	TF1	1.00
PUBLIC WORKS	30541	4100	Equipment Parts Technician	SS201	SC1	1.00
PUBLIC WORKS	30631	4400	Facilities Complex Manager	MA110	UM2	1.00
PUBLIC WORKS	30652	1720	Gardener Crew Leader	TR140	SC1	1.00
PUBLIC WORKS	30541	4100	Heavy Equipment Mechanic	TR148	SB1	1.00
PUBLIC WORKS	30541	4100	Heavy Equipment Mechanic	TR148	SB1	1.00
PUBLIC WORKS	30532	3100	Heavy Equipment Operator	TR146	SB1	1.00
PUBLIC WORKS	30533	3100	Heavy Equipment Operator	TR146	SB1	1.00
PUBLIC WORKS	30534	3100	Heavy Equipment Operator	TR146	SB1	1.00
PUBLIC WORKS	30541	4100	Heavy Equipment Service Worker	TR147	SC1	1.00
PUBLIC WORKS	30541	4100	Heavy Equipment Service Worker	TR147	SC1	1.00
PUBLIC WORKS	30652	2310	Irrigation Repair Specialist	TR151	SC1	1.00
PUBLIC WORKS	30658	4400	Maintenance Mechanic	TR156	SB1	1.00
PUBLIC WORKS	30634	4400	Maintenance Mechanic, PPT	TR204	SB1	0.50
PUBLIC WORKS	30112	7760	Management Intern	SS142	TA1	1.00
PUBLIC WORKS	30211	7760	Management Intern	SS142	TA1	1.00
PUBLIC WORKS	30541	4100	Manager, Equipment Services	EM183	UM1	1.00
PUBLIC WORKS	30232	7760	Spatial Data Analyst III	AP327	TW1	1.00
PUBLIC WORKS	30181	7760	Microcomputer Systems Specialist II	AP243	TW1	1.00
PUBLIC WORKS	30181	7760	Microcomputer Systems Specialist II	AP243	TW1	1.00
PUBLIC WORKS	30652	1720	Park Attendant, PPT	SS157	SC1	1.00
PUBLIC WORKS	30671	1720	Program Analyst II	AP293	TW1	1.00
PUBLIC WORKS	30232	5320	Project Manager II	EM211	UM1	1.00
PUBLIC WORKS	30522	2230	Public Works Maintenance Worker	TR174	SC1	1.00
PUBLIC WORKS	30534	2141	Public Works Maintenance Worker	TR174	SC1	1.00
PUBLIC WORKS	30534	2141	Public Works Maintenance Worker	TR174	SC1	1.00
PUBLIC WORKS	30671	1720	Public Works Operations Manager	MA137	UM1	1.00
PUBLIC WORKS	30533	2230	Public Works Supervisor I	SC206	UH1	1.00
PUBLIC WORKS	30533	3100	Public Works Supervisor I	SC206	UH1	1.00

Vacancies by Department
(as of 09/26/11)

Attachment A

DEPT	ORG #	FUND	JOB CLASSIFICATION TITLE	CLASS#	REP	REV	FTE
PUBLIC WORKS	30533 -	3100	Public Works Supervisor I	SC206	UH1	1.00	
PUBLIC WORKS	30533 -	3100	Sewer Maintenance Leader	TR175	SC1	1.00	
PUBLIC WORKS	30533 -	3100	Sewer Maintenance Leader	TR175	SC1	1.00	
PUBLIC WORKS	30533 -	3100	Sewer Maintenance Leader	TR175	SC1	1.00	
PUBLIC WORKS	30533 -	3100	Sewer Maintenance Leader	TR175	SC1	1.00	
PUBLIC WORKS	30533 -	3100	Sewer Maintenance Leader	TR175	SC1	1.00	
PUBLIC WORKS	30533 -	3100	Sewer Maintenance Leader	TR175	SC1	1.00	
PUBLIC WORKS	30533 -	3100	Sewer Maintenance Leader	TR175	SC1	1.00	
PUBLIC WORKS	30533 -	3100	Sewer Maintenance Leader	TR175	SC1	1.00	
PUBLIC WORKS	30522 -	2230	Sign Maintenance Worker	TR177	SC1	1.00	
PUBLIC WORKS	30522 -	1720	Sign Maintenance Worker	TR177	SC1	1.00	
PUBLIC WORKS	30181 -	3100	Spatial Data Analyst III	AP327	TW1	1.00	
PUBLIC WORKS	30244 -	7760	Spatial Data Analyst III	AP327	TW1	1.00	
PUBLIC WORKS	30632 -	4400	Stationary Engineer	TR178	SB1	1.00	
PUBLIC WORKS	30632 -	4400	Stationary Engineer	TR178	SB1	0.25	
PUBLIC WORKS	30633 -	4400	Stationary Engineer	TR178	SB1	1.00	
PUBLIC WORKS	30534 -	2231	Street Maintenance Leader	TR180	SC1	1.00	
PUBLIC WORKS	30672 -	1720	Street Maintenance Leader	TR180	SC1	1.00	
PUBLIC WORKS	30674 -	1720	Street Maintenance Leader	TR180	SC1	1.00	
PUBLIC WORKS	30672 -	1720	Street Sweeper Operator	TR181	SC1	1.00	
PUBLIC WORKS	30672 -	1720	Street Sweeper Operator	TR181	SC1	1.00	
PUBLIC WORKS	30673 -	7780	Traffic Painter	TR185	SB1	1.00	
PUBLIC WORKS	30262 -	2211	Transportation Planner, Senior	TR187	UM2	1.00	
PUBLIC WORKS Total							77.64
DIT	46341 -	1010	City Administrator Analyst	MA109	U31	1.00	
DIT	46111 -	4200	Director of Info Technology	EM238	UK1	1.00	
DIT	46251 -	1010	Microcomputer Systems Specialist II	AP243	TW1	1.00	
DIT	46251 -	1010	Microcomputer Systems Specialist II	AP243	TW1	1.00	
DIT Total							4.00
PARKS & REC	503236	1820	Facility Security Assistant	PS120	SC1	0.98	
PARKS & REC	501240	1820	Facility Security Assistant, PPT	PS121	SC1	0.75	
PARKS & REC	502310	1010	Marine & Aquatics Pgrm Supervisor	SC247	UH1	1.00	
PARKS & REC	502237	1010	Recreation Center Director	PP131	SC1	1.00	
PARKS & REC	509237	1010	Recreation Center Director	PP131	SC1	1.00	
PARKS & REC	502332	1010	Recreation General Supervisor	MA139	UM1	1.00	
PARKS & REC	502331	1010	Recreation Program Director	PP135	SC1	0.50	
PARKS & REC	502332	1010	Recreation Program Director	PP135	SC1	1.00	
PARKS & REC	502332	1010	Recreation Program Director	PP135	SC1	1.00	
PARKS & REC	502332	1010	Recreation Program Director	PP135	SC1	1.00	
PARKS & REC	502350	1010	Recreation Program Director	PP135	SC1	1.00	
PARKS & REC	504410	1010	Recreation Program Director	PP135	SC1	1.00	
PARKS & REC	501240	1820	Recreation Specialist II, PPT	PP138	SC1	1.00	
PARKS & REC	502235	1820	Recreation Specialist II, PPT	PP138	SC1	1.00	
PARKS & REC	502236	1010	Recreation Supervisor	SC209	UH1	1.00	
PARKS & REC Total							14.23
LIBRARY	61321 -	2240	Librarian, Supervising	SC172	UH1	1.00	
LIBRARY	61133 -	2240	Librarian, Supervising PPT	SC173	UH1	0.80	
LIBRARY	61132 -	2240	Library Aide, PPT	AP222	SD1	0.80	
LIBRARY	61132 -	2240	Library Assistant	AP223	SD1	1.00	
LIBRARY	61132 -	2240	Library Assistant	AP223	SD1	1.00	
LIBRARY	61511 -	2240	Museum Collections Coordinator	SC181	TW1	1.00	
LIBRARY	61111 -	1010	Office Manager	SS156	UM2	1.00	
LIBRARY Total							6.60
DHS	75231 -	2128	Case Manager II	AP127	TW1	1.00	

Vacancies by Department
(as of 09/26/11)

Attachment A

DEPT	ORG.#	FUND	JOB CLASSIFICATION TITLE	CLASS#	REP	REV FTE
DHS	78231	2605	Child Education Coordinator	PP108	UH1	1.00
DHS	78231	2128	Early Childhood Center Director	PP113	SD1	0.80
DHS	78231	2128	Early Childhood Instructor	PP114	SD1	0.80
DHS	78231	2128	Early Childhood Instructor	PP114	SD1	0.80
DHS	78231	2128	Early Childhood Instructor	PP114	SD1	0.80
DHS	78231	2128	Early Childhood Instructor	PP114	SD1	0.90
DHS	78231	2128	Early Childhood Instructor	PP114	SD1	0.90
DHS	78231	2128	Early Childhood Instructor	PP114	SD1	0.90
DHS	78231	2605	Early Childhood Instructor	PP114	SD1	1.00
DHS	78231	2605	Early Childhood Instructor	PP114	SD1	1.00
DHS	78231	2605	Early Childhood Instructor	PP114	SD1	1.00
DHS	78241	2102	Food Program Coordinator, PPT	SC152	SD1	1.00
DHS	78231	2128	Food Service Worker	TR137	SD1	0.89
DHS	78231	2605	Head Start Supervisor	SC160	UH1	1.00
DHS	78231	2605	Health & Human Svcs Prgm Planner	AP196	UM2	1.00
DHS	78111	1010	Office Assistant I, PPT	SS151	SD1	0.60
DHS	78251	1010	Program Analyst I	AP292	TW1	0.50
DHS	78311	2251	Program Analyst II, PPT	AP358	TW1	0.50
DHS Total						17.19
CEDA	88149	7760	Account Clerk III	AF030	UH1	1.00
CEDA	88529	7780	Administrative Analyst II	AP106	TW1	1.00
CEDA	88529	2108	Administrative Assistant II	SS104	TW1	1.00
CEDA	88939	2108	Administrative Services Manager I	MA103	UM2	1.00
CEDA	88949	2108	Development/Redevelopment Pgrm M	EM233	UM1	1.00
CEDA	88431	2415	Engineer, Civil (Office)	ET116	TF1	1.00
CEDA	88421	2415	Engineer, Civil Supv (Office)	ET119	TM2	1.00
CEDA	88211	2415	Planner III	AP274	TW1	1.00
CEDA	88549	2195	Program Analyst II	AP293	TW1	1.00
CEDA	88452	2415	Specialty Combination Insp, Senior	IS120	SD1	1.00
CEDA	88689	7780	Urban Economic Analyst III	AP348	TW1	1.00
CEDA	88559	7780	Urban Economic Analyst IV, Projects	AP350	TW1	1.00
CEDA	88659	7780	Urban Economic Analyst IV, Projects	AP350	TW1	1.00
CEDA	88559	7780	Urban Economic Coordinator	SC231	UM2	1.00
CEDA Total						14.00

Grand Total

233.16

New Hires July 1, 2011 to September 30, 2011

DEPT	TITLE	QTY	FUND	FT/PT	EXEMPTION	REASON/TYPE
ATTY	Exempt Limited Duration Employee	1	1010	PT	Operations	Neighborhood Law Corps
CAO	Assistant City Administrator	1	1010/7780	FT	Legal Req.	Charter
CAO	City Administrator	1	1010/7780	FT	Legal Req.	Charter
CAO	City Administrator Analyst	1	1010/7780	FT	Operations	City Administrator's Office
CAO	City Administrator Analyst	1	1010	FT	Legal Req.	Equal Access
CAO	Equal Opportunity Specialist	1	1010	FT	Legal Req.	EEO/FEHA
CAO	Temp Contract Svcs Employee, PT	1	1010	PT	Legal Req.	EEO/FEHA
COUNCIL	City Council PSE 14, PT	2	1010	PT	Operations	Community Programs
FIRE	Fire Communications Dispatcher, Sr	1	1010	FT	Operations	Public Safety
FMA	Administrative Services Manager II	1	1010/7780	FT	Operations	FMA Administration
FMA	Executive Asst to Agency Director	1	1010	FT	Operations	FMA Administration
FMA	City Administrator Analyst	1	1010	FT	Operations	Tax/Revenue Compliance
FMA	Parking Control Technician, PT	6	1010	PT	Revenue	Parking Enforcement
FMA	Tax Auditor II	1	1010	FT	Revenue	Tax/Revenue Compliance
MAYOR	Public Service Employee (PSE) 51	1	1010/7780	FT	Operations	Community Programs
OPR	Facility Security Assistant, PT	1	1010	PT	Revenue	Facility Rentals
OPR	Lifeguard, PT	5	1010	PT	Revenue	Summer Recreation
OPR	Recreation Aide, PT	1	1010	PT	Revenue	Summer Recreation
OPR	Recreation Attendant I, PT	1	1010	PT	Revenue	Summer Recreation
OPR	Recreation Leader I, PT	3	1010	PT	Revenue	Summer Recreation
OPR	Sports Official, PT	4	1010	PT	Revenue	Summer Recreation
OPR	Temp Contract Svcs Employee, PT	4	1010	PT	Revenue	Summer Recreation
POLICE	Police Officer (PERS)	28	1010	FT	Legal Req.	Public Safety
POLICE	Police Services Technician II	1	1010	FT	Legal Req.	Public Safety
POLICE	Temp Contract Svcs Employee, PT	1	1010	PT	Legal Req.	NSA Compliance
POLICE	Veterinary Technician	1	1010	FT	Legal Req.	Public Safety
Non-General Fund						
CAO	Policy Analyst	1	2112	FT	Non-1010	Community Programs
CEDA	Engineer, Civil Principal	1	2412	FT	Grant	
CEDA	Planning Intern, PT	1	2412	PT	Grant	
CEDA	Public Service Rep, PPT	1	7780	PPT	Non-1010	
CEDA	Student Trainee, PT	2	7760	PT	Non-1010	
DHS	Early Childhood Instructor	2	2605	FT	Grant	
DHS	Food Program Monitor, PT	1	2102	PT	Grant	
DHS	Student Trainee, PT	2	2128	PT	Grant	
FIRE	Fire Communications Dispatcher	1	2412	FT	Legal Req.	Public Safety
OPR	Facility Security Assistant, PT	1	1820	PT	Revenue	Facility Rentals
OPR	Recreation Attendant I, PT	4	1820	PT	Revenue	Summer Recreation
OPR	Recreation Leader I, PT	1	1820	PT	Revenue	Summer Recreation
OPR	Recreation Specialist II, PT	1	1820	PT	Revenue	Summer Recreation
OPR	Temp Contract Svcs Employee, PT	1	1820	PT	Revenue	Summer Recreation
POLICE	Crossing Guard, PT	8	2416	PT	Legal Req.	Public Safety
POLICE	Student Trainee, PT	2	2999	PT	Operations	
PWA	Engineering Intern, PT	2	7760	PT	Non-1010	
PWA	Engineering Technician II (Office)	1	1750	FT	Non-1010	
PWA	Public Service Representative	1	7760	FT	Non-1010	
Grand Total		105				

Legal the position is required to meet federal, state, or local mandates;

Operations the position is budgeted and is necessary to ensure provision of critical City services or operations;

Revenue the position is part of a program or activity that is revenue-generating and fully cost-covering; or

Grant the position is necessary to carry out programs supported by the American Reinvestment & Recovery Act (ARRA or Stimulus Program) or other grants.

CHANGES IN ASSIGNMENT
July 1, 2011 - September 30, 2011

ATTACHMENT C

FORMER ASSIGNMENT	NEW ASSIGNMENT	DEPT	REASON	FUND
Employees Reinstated to Formerly Held Classification				
Office Assistant II, PPT	Office Assistant II	CEDA	Reinstatement	2108
Temp Contract Svcs Employee, PT	Real Estate Agent	CEDA	Reinstatement	7780
Parking Control Technician	Parking Enforcement Supervisor I	FMA	Reinstatement	1010
Tax Auditor II	Revenue Analyst	FMA	Reinstatement	1010/1700
Employees in Cut Positions Redeployed to Vacancies				
Museum Guard, PPT	Custodian, PPT	DHS	Redeployment	1010
Management Assistant	Fire Personnel Operations Spec	FIRE	Redeployment	1010
Litter/Nuisance Enforcement Officer	Parking Control Technician	FMA	Redeployment	1010
Storekeeper III	Police Property Specialist	POLICE	Redeployment	1010
Fire Suppression District Inspector	Police Services Technician II	POLICE	Redeployment	1010
Loan Servicing Specialist	Police Records Specialist	POLICE	Redeployment	1010
Fire Suppression District Inspector	Police Services Technician II	POLICE	Redeployment	1010
Storekeeper II	Police Property Specialist	POLICE	Redeployment	1010
Litter/Nuisance Enforcement Officer	Public Works Maintenance Worker	PWA	Redeployment	1720
Public Service Representative	Account Clerk II	PWA	Redeployment	7760
Tree Worker Driver	Public Works Maintenance Worker	PWA	Redeployment	1720
Gardener II	Public Works Maintenance Worker	PWA	Redeployment	2231/3100
Gardener II	Public Works Maintenance Worker	PWA	Redeployment	2230/3100
Gardener II	Public Works Maintenance Worker	PWA	Redeployment	3100
Gardener II	Public Works Maintenance Worker	PWA	Redeployment	1720
Gardener II	Public Works Maintenance Worker	PWA	Redeployment	1720
Gardener II	Public Works Maintenance Worker	PWA	Redeployment	2230/3100
Gardener II	Sewer Maintenance Worker	PWA	Redeployment	3100
Tree Worker Driver	Public Works Maintenance Worker	PWA	Redeployment	1720
Tree Worker Driver	Public Works Maintenance Worker	PWA	Redeployment	1720
Promotions				
Deputy City Attorney V	City Attorney, Assistant	ATTY	Promotion	7780/3100
Engineer, Civil Supv (Office)	Engineer, Civil Principal	CEDA	Promotion	2415
Account Clerk II	Legislative Recorder	CLERK	Promotion	1010/7780
Program Analyst I	Program Analyst II	DHS	Promotion	1780
Program Analyst I	Program Analyst II	DHS	Promotion	1780
Program Analyst II	Health & Human Svcs Prgm Planner	DHS	Promotion	1780
Microcomputer Systems Specialist II	Microcomputer Systems Spec III	DIT	Promotion	1010
Fire Communications Dispatcher	Fire Communications Dispatcher, Sr	FIRE	Promotion	2412
Librarian I	Librarian II	LIBRARY	Promotion	1010
Librarian I, PT	Librarian II, PT	LIBRARY	Promotion	2241
Recreation Leader I, PT	Recreation Leader II, PT	OPR	Promotion	1010
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1820
Temporary Recreation Leader I, PT	Recreation Leader I, PT	OPR	Promotion	1820
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1820
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1010
Student Trainee, PT	Recreation Leader I, PT	OPR	Promotion	1820
Student Trainee, PT	Recreation Leader I, PT	OPR	Promotion	1820
Student Trainee, PT	Recreation Leader I, PT	OPR	Promotion	1820
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1820
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1820
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1820
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1820
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1010
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1010

CHANGES IN ASSIGNMENT
July 1, 2011 - September 30, 2011

ATTACHMENT C

FORMER ASSIGNMENT	NEW ASSIGNMENT	DEPT	REASON	FUND
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1820
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1820
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1820
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1820
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1010
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1820
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1820
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1820
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1820
Recreation Aide, PT	Recreation Leader I, PT	OPR	Promotion	1820
Student Trainee, PT	Recreation Leader I, PT	OPR	Promotion	1820
Recreation Specialist I, PT	Recreation Leader II, PT	OPR	Promotion	1820
Police Officer (PERS)	Sergeant of Police (PERS)	POLICE	Promotion	1010
Police Officer (PERS)	Sergeant of Police (PERS)	POLICE	Promotion	1010
Police Officer (PERS)	Sergeant of Police (PERS)	POLICE	Promotion	1010
Administrative Analyst II	Police Services Manager I	POLICE	Promotion	1010
Latent Print Examiner I	Latent Print Examiner II	POLICE	Promotion	1010
Police Officer (PERS)	Sergeant of Police (PERS)	POLICE	Promotion	1010
Police Officer (PERS)	Sergeant of Police (PERS)	POLICE	Promotion	1010
Police Officer (PERS)	Sergeant of Police (PERS)	POLICE	Promotion	1010
Police Officer (PERS)	Sergeant of Police (PERS)	POLICE	Promotion	1010
Police Officer (PERS)	Sergeant of Police (PERS)	POLICE	Promotion	1010
Police Officer (PERS)	Sergeant of Police (PERS)	POLICE	Promotion	1010
Police Officer (PERS)	Sergeant of Police (PERS)	POLICE	Promotion	1010
Public Works Maintenance Worker	Sewer Maintenance Worker	PWA	Promotion	3100
Public Works Maintenance Worker	Sewer Maintenance Worker	PWA	Promotion	3100
Public Works Maintenance Worker	Sewer Maintenance Worker	PWA	Promotion	3100
Public Works Maintenance Worker	Sewer Maintenance Worker	PWA	Promotion	3100
Gardener II	Gardener Crew Leader	PWA	Promotion	1720
Public Works Maintenance Worker	Gardener Crew Leader	PWA	Promotion	1720

LIST OF FUNDS AND FUND NAMES

Fund Number	Fund Description	Supported by GPF
1010	General Fund: General Purpose	
1100	Self Insurance Liability	Y
1150	Worker's Compensation Insurance Claims	
1200	Pension Override Tax Revenue	
1300	Fringe Benefits	
1700	Mandatory Refuse Program	
1710	Recycling Program	
1720	Comprehensive Clean-up	Y
1730	Henry J Kaiser Convention Center	
1740	Hazardous Materials Inspections	
1750	Multipurpose Reserve	
1760	Telecommunications Reserve	
1770	Telecommunications Land Use	
1780	Kid's First Oakland Children's Fund	Y
1790	Contract Administration Fee	Y
1820	OPRCA Self Sustaining Revolving Fund	
2102	Department of Agriculture	
2103	HUD-ESG/SHP/HOPWA	
2105	HUD-EDI Grants	
2107	HUD-108	
2108	HUD-CDBG	
2109	HUD-Home	
2112	Department of Justice	
2114	Department of Labor	
2116	Department of Transportation	
2120	Federal Action Agency	
2123	US Dept of Homeland Security	
2124	Federal Emergency Management Agency (FEMA)	
2128	Department of Health and Human Services	Y
2138	California Department of Education	
2140	California Department of Transportation	
2148	California Library Services	
2159	State of California Other	
2160	County of Alameda: Grants	
2163	Metro Transportation Com: Program Grant	
2172	Alameda County: Vehicle Abatement Authority	
2185	Oakland Redevelopment Agency Grants	
2190	Private Grants	
2195	Workforce Investment Act	
2210	Measure B: Fund	
2211	Measure B: ACTIA	
2212	Measure B: Bicycle/Pedestrian Pass-Thru Funds	
2213	Measure B: Paratransit - ACTIA	
2230	State Gas Tax	
2231	State Gas Tax-Prop 42 Replacement Funds	
2240	Library Services Retention-Enhancement	
2250	Measure N: Fund	
2251	Measure Y: Public Safety Act 2004	Y
2310	Lighting and Landscape Assessment District	
2321	Wildland Fire Prevention Assess District	Y
2330	Werner Court Vegetation Mgmt District	

LIST OF FUNDS AND FUND NAMES

ATTACHMENT D

Fund Number	Fund Description	Supported by GPF
2411	False Alarm Reduction Program	
2412	Alameda County: Emerg Dispatch Service Suppi Assessment	
2413	Rent Adjustment Program Fund	
2415	Development Service Fund	
2416	Traffic Safety Fund	
2417	Excess Litter Fee Fund	
2419	Transient Occupancy Tax (TOT) Surcharge	
2607	Department of Justice-COPS Hiring Recovery Program (ARRA)	
2609	Dept of Energy-EECBG Program (ARRA)	
2990	Public Works Grants	
2993	Library Grants	
2994	Social Services Grants	
2995	Police Grants	
2996	Parks and Recreation Grants 2001	
2999	Miscellaneous Grants	
3100	Sewer Service Fund	
3150	Sewer Rate Stabilization Fund	
3200	Golf Course	
4100	Equipment	
4200	Radio / Telecommunications	
4210	Telephone Equipment and Software	
4300	Reproduction	
4400	City Facilities	
4450	City Facilities Energy Conservation Projects	
4500	Central Stores	
4550	Purchasing	
5130	Rockridge: Library Assessment District	
5321	Measure DD: 2009B Clean Water, Safe Parks & Open Space Trust Fund	
5505	Municipal Capital Improvement: Public Arts	
5510	Capital Reserves	
7100	Police and Fire Retirement System	
7120	Oakland Municipal Employees' Retirement System OMERS	
7130	Employee Deferred Compensation	
7320	Police and Fire Retirement System Refinancing Annuity Trust	
7540	Oakland Public Library Trust	
7640	Oakland Public Museum Trust	
7760	Grant Clearing	
7780	Oakland Redevelopment Agency Projects (ORA)	
7999	Miscellaneous Trusts	