



AGENDA REPORT

TO: Sabrina B. Landreth
City Administrator

FROM: Anil Comelo
Director, HRM

SUBJECT: Semi-Annual Vacancy Report

DATE: October 5, 2015

City Administrator Approval

Date:

10/15/15

RECOMMENDATION

Staff Recommends Acceptance of This Semi-Annual Informational Report On Budgeted Vacant Positions And Hiring For The Period Of March 17, 2015 Through September 14, 2015.

EXECUTIVE SUMMARY

This is an informational report that provides an update on vacant positions as of September 14, 2015. **Table 1** on the second page of this report provides a citywide summary by fund categories and position type, illustrating that 10.42% of positions citywide are vacant. **Attachment A** provides a list of the vacancies citywide, broken out by department or agency, including the primary fund associated with the position. **Attachment B** provides a list of positions that were added in the fiscal year (FY) 15/17 Adopted Policy Budget or later Council action and indicates the status of filling each position.

BACKGROUND / LEGISLATIVE HISTORY

The Human Resources Management Department (HRM) provides a semi-annual report on vacancies to the Finance and Management Committee as a standing item.

ANALYSIS AND POLICY ALTERNATIVES

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

In the last report presented in April 2015, there were 345.97 Full Time Equivalent (FTE) positions vacant citywide; as of September 14, 2015, there were 432.72 FTE positions vacant citywide, which represents 10.42% of positions. In general, six percent to eight percent of positions are vacant at any one time. The percentage of vacant positions supports the budgeted "vacancy factor" of 0-6%, depending on the department. The budgeted vacancy factor is a

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percentage of a department's overall budgeted personnel cost – but the budgeted value of the vacancies may or may not be sufficient to cover the budgeted vacancy factor. The vacancy factor would not be met if, for example, all of a department's vacancies are in positions with the lowest value. Additionally, this report regarding vacant positions always reflects a snapshot in time. The number of vacant positions and which positions are vacant changes constantly. The budgeted vacancy factor is a fixed ratio applied to the total personnel allocation for a given department – the number of vacant positions and the percentage of vacant positions does not correlate directly to the budgeted vacancy factor.

The vacancy rate is currently higher than usual due partly to new positions having been added but not yet filled. Human Resources Management has recruitments for ninety (90) positions in various stages of planning or completion. **Attachment B** provides the status of recruitments or requisitions that are in process for positions newly added in the FY15/17 budget.

Table 1: Citywide Vacancy Summary

FUND	TYPE	VACANT	ALL POSITIONS	% VACANT
GPF (1010)	Sworn (Fire)	83.00	503.00	16.50%
	Sworn (Police)	1.00	771.00	0.12%
	Civilian	118.30	1073.90	11.01%
Total GPF (1010)		202.30	2347.90	8.61%
Non-GPF	Sworn (Fire)	2.00	4.00	50.00%
	Sworn (Police)	0.00	55.00	0.00%
	Civilian	228.42	1744.88	13.09%
Total Non-GPF		230.42	1803.88	12.77%
All Funds	Sworn (OPD & OFD)	86.00	1333.00	6.45%
	Civilian	346.72	2818.78	12.30%
Citywide Total		432.72	4151.78	10.42%

Fire Department Sworn Vacancies

The table below identifies the sworn vacancies in the Fire Department as of October 10, 2015:

Rank	Budgeted	Filled	Vacant
Director	1	1	0
Deputy Chief	2	2	0
Assistant Chief	1	0	1*
Battalion Chief	12	12	0
Captain	56	45	6
Lieutenant	67	62	10
Engineer	84	69	15
Fire Investigator	3	3	0
Firefighter Paramedic	93	78**	15
Firefighter	187	165**	22
Total Budgeted	506	437	69

*Fire Department requested to fill this USAR grant funded position by Battalion Chief

**Includes nine (9) Firefighter Paramedic Trainees and five (5) Firefighter Trainees who graduate November 6, 2015

In FY 2014-15, Fire Administration in collaboration with Human Resources Management (HRM) created the Firefighter Paramedic Trainee job classification. This new class allows the City to hire entry-level paramedics with no firefighting experience. The first Academy with Firefighter Paramedic Trainees began on July 6, 2015. This Academy currently has a total of nine (9) Firefighter Paramedic Trainees along with five (5) Firefighter Trainees, and will graduate on November 6, 2015.

Additionally, thirty-six (36) candidates are in background investigations for an academy tentatively scheduled to start on December 28, 2015 Academy and graduate on April 15, 2016.

Further, HRM has provided two new eligible lists for the classifications of Firefighter Paramedic Trainee and Firefighter Trainee. With another academy scheduled to commence in mid-2016, the Fire Department anticipates a full complement of line suppression staffing in the Fall of 2016.

Recent promotions which are included in the above Table include four (4) Battalion Chiefs, five (5) Captains and eleven (11) Lieutenants.

FISCAL IMPACT

This item is for informational purposes only and does not have a direct fiscal impact or cost. All positions reflected in this report are budgeted positions.

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PUBLIC OUTREACH / INTEREST

No outreach was deemed necessary for this informational report beyond the standard City Council agenda noticing procedures.

COORDINATION

Human Resources Management Department staff coordinated the collection and verification of data provided in this report with staff in each of the City's departments, the Budget Office, and the Office of the City Attorney.

SUSTAINABLE OPPORTUNITIES

Economic: There are no economic impacts associated with this informational report.

Environmental: There are no environmental impacts associated with this informational report.

Social Equity: There are no social equity impacts associated with this informational report.

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends acceptance of this semi-annual informational report on budgeted vacant positions through September 14, 2015

For questions regarding this report, please contact Kip Walsh, HR Manager of Recruitment & Classification, at (510) 238-7334.

Respectfully submitted,



ANIL COMELO
Director, Human Resources Management

Prepared by:
Kip Walsh, Human Resource Manager
Recruitment and Classification Division

Attachments (2):

A – Citywide Vacancies by Department

B – New Vacancies Created in Adopted Policy Budget FY15/17

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DEPT	ORG	FUND	JOB CLASSIFICATION TITLE	REV FTE	POS#	VACANT DATE	STATUS OF VACANCY/REQUISITION
CAO	02711 -	1010	Administrative Assistant II	1.00	37512.37512		Requisition approvals in progress
CAO	02491 -	1010	Animal Care Attendant	1.00	36752.36752		Offer Extended
CAO	02491 -	1010	Animal Care Attendant	1.00	36751.36751		Offer Extended
CAO	02491 -	1010	Animal Care Attendant	1.00	36750.36750		Offer Extended
CAO	02491 -	1010	Animal Care Attendant	1.00	36748.36748		Pre-Recruitment (recruitment planning w/HR)
CAO	02491 -	1010	Animal Care Attendant	1.00	36753.36753		Pre-Recruitment (recruitment planning w/HR)
CAO	02491 -	1010	Animal Care Attendant	1.00	36749.36749		Pre-Recruitment (recruitment planning w/HR)
CAO	02491 -	1010	Animal Care Attendant	1.00	36754.36754		Pre-Recruitment (recruitment planning w/HR)
CAO	02491 -	1010	Animal Control Officer	1.00	36423.763	13-JUL-2015	No action pending with HR
CAO	02491 -	1010	Animal Control Supervisor	1.00	36745.36745		Dept. Interviews Scheduled
CAO	02111 -	1010	City Administrator Analyst	1.00	34120.1954		No action pending with HR
CAO	02811 -	1010	City Administrator Analyst	1.00	35592.35592	30-APR-2015	No action pending with HR
CAO	02111 -	2415	Exec Asst to Asst City Administrator	1.00	33850.33850	09-MAR-2014	No action pending with HR
CAO	02111 -	1010	Exec Asst to City Administrator	1.00	24861.2188	13-JUN-2014	No action pending with HR
CAO	02211 -	1010	Intake Technician	1.00	37628.34865		Pre-Recruitment (recruitment planning w/HR)
CAO	02211 -	1010	Intake Technician	1.00	37515.37515		Pre-Recruitment (recruitment planning w/HR)
CAO	02211 -	1010	Intake Technician	1.00	37514.37514		Pre-Recruitment (recruitment planning w/HR)
CAO	02711 -	1010	Ethics Investigator	1.00	37768.36352		Request to Fill (requisition) authorized
CAO	02711 -	1010	Ethics Analyst I	1.00	37769.34361	01-APR-2015	Request to Fill (requisition) authorized
CAO	02711 -	1010	Ethics Analyst II	1.00	37770.36353		Request to Fill (requisition) authorized
CAO	02491 -	1010	Public Service Rep, PPT	0.50	37511.37511		Request to Fill (requisition) authorized
CAO	02491 -	1010	Public Service Representative	1.00	37510.37510		Referred Candidates-Consideration in progress
CAO	02491 -	1010	Public Service Representative	1.00	37509.37509		Referred Candidates-Consideration in progress
CAO	02491 -	1010	Veterinarian	1.00	36438.25843		Pre-Recruitment (recruitment planning w/HR)
CAO	02491 -	1010	Volunteer Program Specialist II	1.00	36441.19726	10-JUL-2015	Recruitment Open (Ads/App screening)
CAO Total				24.50			
CITY CLERK	03121 -	1010	City Clerk, Assistant	1.00	31975.31975	17-APR-2015	Recruitment Open (Ads/App screening)
CLERK Total				1.00			
CITY ATTORNEY	04311 -	1010	Deputy City Attorney IV	1.00	15366.15366	16-AUG-2015	Dept. Interviews Scheduled
CITY ATTORNEY	04111 -	2413	Paralegal	1.00	37537.37537		Offer Extended
CITY ATTORNEY	04111 -	1010	Paralegal	1.00	37535.37535		Offer Extended
ATTORNEY Total				3.00			
HRM	05611 -	1010	Benefits Coordinator	1.00	37787.37787		Recruitment Open (Ads/App screening)
HRM Total				1.00			
CITY AUDITOR	07111 -	1010	Performance Audit Manager	1.00	19700.4920	05-FEB-2006	Request to Fill (requisition) authorized
CITY AUDITOR	07111 -	1010	Performance Auditor, Sr.	1.00	30953.30953	17-JUL-2015	Recruitment Open (Ads/App screening)
AUDITOR Total				2.00			
FINANCE	08222 -	1610	Accountant III	1.00	24836.2132	23-NOV-2014	
FINANCE	08222 -	1610	Accountant III	1.00	33150.1283	22-MAY-2015	Dept. Interviews Scheduled
FINANCE	08241 -	1010	Accounting Technician	1.00	36605.36605		Request to Fill (requisition) authorized
FINANCE	08111 -	1010	Agency Director, Finance & Mgmt	1.00	36695.36696		No action pending with HR
FINANCE	08243 -	4550	Buyer	1.00	34321.34321		
FINANCE	08243 -	4550	Buyer	1.00	36614.36614		Request to Fill (requisition) authorized
FINANCE	08211 -	1010	Controller	1.00	33669.7214	07-AUG-2015	No action pending with HR
FINANCE	08721 -	1010	Controller, Assistant	1.00	35003.35003		Recruitment Open (Ads/App screening)
FINANCE	08441 -	1700	Office Manager	1.00	36632.36632		Request to Fill (requisition) authorized
FINANCE	08441 -	1700	Revenue Assistant	1.00	36633.36633		Request to Fill (requisition) authorized
FINANCE	08441 -	1010	Revenue Assistant	1.00	37623.37547		Request to Fill (requisition) authorized
FINANCE	08441 -	1010	Revenue Operations Supervisor	1.00	34713.11352	30-JAN-2015	Post Exam (waiting for eligible list)
FINANCE	08921 -	1010	Revenue Operations Supervisor	1.00	34633.33855	30-JUN-2015	Post Exam (waiting for eligible list)
FINANCE	08421 -	1010	Tax Enforcement Officer II	1.00	37506.37506		Request to Fill (requisition) authorized
FINANCE	08421 -	1010	Tax Enforcement Officer II	1.00	37507.37507		Request to Fill (requisition) authorized
FINANCE	08421 -	1010	Tax Enforcement Officer II	1.00	37508.37508		Request to Fill (requisition) authorized
FINANCE	08721 -	1010	Treasury Analyst I	1.00	35002.35002	30-AUG-2015	Recruitment Open (Ads/App screening)
FINANCE Total				17.00			
POLICE	102310 -	1010	Administrative Analyst II	1.00	37499.37499		Pre-Recruitment (recruitment planning w/HR)
POLICE	102310 -	1010	Administrative Analyst II	1.00	37500.37500		Pre-Recruitment (recruitment planning w/HR)
POLICE	108630 -	1010	Administrative Analyst II	1.00	37642.32925		Pre-Recruitment (recruitment planning w/HR)
POLICE	108130 -	1010	Captain of Police (PERS)	1.00	37272.14169		Add/Delete to convert to Dep Chief
POLICE	102610 -	2112	Forensic Technician	1.00	33624.33624	30-AUG-2015	Pre-Recruitment (recruitment planning w/HR)
POLICE	101120 -	1010	Intake Technician	1.00	34864.34864	18-JUL-2015	Pre-Recruitment (recruitment planning w/HR)
POLICE	101120 -	1010	Intake Technician	1.00	34866.34866	10-OCT-2014	Offer Extended
POLICE	101120 -	1010	Intake Technician	1.00	34862.34862	25-MAY-2015	Offer Extended
POLICE	101120 -	1010	Intake Technician	1.00	34863.34863	11-APR-2015	Offer Extended
POLICE	101130 -	1010	Internal Auditor III	1.00	36718.36718		Offer Extended
POLICE	107410 -	1010	Neighborhood Services Coordinator	1.00	29872.571	01-MAR-2015	Pre-Recruitment (recruitment planning w/HR)
POLICE	103310 -	1010	Police Communications Dispatcher	1.00	34913.34508		Offer Extended
POLICE	103310 -	1010	Police Communications Dispatcher	1.00	34507.34507	05-DEC-2014	Offer Extended
POLICE	103310 -	1010	Police Communications Dispatcher	1.00	406.406	20-NOV-2014	Offer Extended
POLICE	103310 -	1010	Police Communications Dispatcher	1.00	15137.2049	19-APR-2015	Offer Extended
POLICE	103310 -	1010	Police Communications Dispatcher	1.00	10232.10232	30-DEC-2014	Offer Extended
POLICE	103310 -	1010	Police Communications Dispatcher	1.00	1848.1848	10-AUG-2013	Recruitment Open (Ads/App screening)
POLICE	103310 -	1010	Police Communications Dispatcher	1.00	13922.13922	20-DEC-2014	Recruitment Open (Ads/App screening)
POLICE	103310 -	1010	Police Communications Dispatcher	1.00	4959.4959	03-JUL-2015	Recruitment Open (Ads/App screening)
POLICE	103310 -	1010	Police Communications Dispatcher	1.00	360.360	27-JUL-2015	Recruitment Open (Ads/App screening)
POLICE	103310 -	1010	Police Communications Dispatcher	1.00	34912.542	01-MAY-2015	Recruitment Open (Ads/App screening)

DEPT	ORG	FUND	JOB CLASSIFICATION TITLE	REV FTE	POS#	VACANT DATE	STATUS OF VACANCY/REQUISITION
POLICE	108110	1010	Police Evidence Technician	1.00	37501.37501		Recruitment Open (Ads/App screening)
POLICE	108110	1010	Police Evidence Technician	1.00	37503.37503		Recruitment Open (Ads/App screening)
POLICE	108110	1010	Police Evidence Technician	1.00	36862.6286	01-JUL-2015	Recruitment Open (Ads/App screening)
POLICE	107410	1010	Police Services Technician II	1.00	36583.34523		Offer Extended
POLICE	108110	1010	Police Services Technician II	1.00	36845.28221		Post Exam (waiting for eligible list)
POLICE Total				26.00			
FIRE	20711	2123	Administrative Services Manager II	1.00	30811.30811	03-APR-2009	Inactive (vacant with no immediate plans to fill)
FIRE	20321	1010	Assistant Fire Marshal-Non Sworn	1.00	26039.26039	19-MAR-2015	Examination Scheduled
FIRE	20411	1010	Battalion Chief	1.00	25212.1311	17-JUL-2015	No action pending with HR
FIRE	20411	1010	Captain of Fire Department	1.00	1376.1376	17-APR-2013	No action pending with HR
FIRE	20411	1010	Captain of Fire Department	1.00	25364.436	28-AUG-2015	No action pending with HR
FIRE	20411	1010	Captain of Fire Department	1.00	14097.2764	15-FEB-2015	No action pending with HR
FIRE	20411	1010	Captain of Fire Department	1.00	25139.1594	09-JAN-2014	No action pending with HR
FIRE	20411	1010	Captain of Fire Department	1.00	25171.2802	26-APR-2013	No action pending with HR
FIRE	20411	1010	Captain of Fire Department	1.00	25192.5068	21-JUL-2012	Offer Extended
FIRE	20411	1010	Captain of Fire Department	1.00	25219.12523	07-JUN-2012	Offer Extended
FIRE	20411	1010	Captain of Fire Department	1.00	25256.170	28-MAR-2014	Offer Extended
FIRE	20411	1010	Captain of Fire Department	1.00	25332.21546	28-AUG-2015	No action pending with HR
FIRE	20411	1010	Captain of Fire Department	1.00	28097.10933	01-MAY-2014	Offer Extended
FIRE	20411	1010	Captain of Fire Department	1.00	30552.21331	28-AUG-2015	No action pending with HR
FIRE	20411	1010	Captain of Fire Department	1.00	25164.2633	16-FEB-2015	No action pending with HR
FIRE	20411	1010	Captain of Fire Department	1.00	31166.30709		Offer Extended
FIRE	20411	1010	Captain of Fire Department	1.00	33929.33635		Request to Hire (Requisitions) authorized
FIRE	20411	1010	Captain of Fire Department	1.00	32342.10539		No action pending with HR
FIRE	20814	1010	Captain of Fire Department	1.00	16662.183	28-AUG-2015	No action pending with HR
FIRE	20912	2250	Emer Medical Svcs Coordinator	1.00	24803.3130	03-JUL-2015	Request to Hire (Requisitions) authorized
FIRE	20912	2250	Emer Medical Svcs Coordinator	1.00	28090.28090	22-AUG-2014	Referred Candidates-Consideration in progress
FIRE	20711	2123	Emergency Planning Coordinator	1.00	33034.33034	01-NOV-2013	Inactive (vacant with no immediate plans to fill)
FIRE	20711	2123	Emergency Planning Coordinator, Sr	1.00	34297.34297		Inactive (vacant with no immediate plans to fill)
FIRE	20411	1010	Engineer of Fire Department	1.00	25333.21548	15-AUG-2014	Pre-Recruitment (recruitment planning w/HR)
FIRE	20411	1010	Engineer of Fire Department	1.00	25246.6103	09-JUN-2015	Pre-Recruitment (recruitment planning w/HR)
FIRE	20411	1010	Engineer of Fire Department	1.00	877.877	11-JUL-2013	Pre-Recruitment (recruitment planning w/HR)
FIRE	20411	1010	Engineer of Fire Department	1.00	25195.5417	15-AUG-2014	Pre-Recruitment (recruitment planning w/HR)
FIRE	20411	1010	Engineer of Fire Department	1.00	25199.5412	15-AUG-2014	Pre-Recruitment (recruitment planning w/HR)
FIRE	20411	1010	Engineer of Fire Department	1.00	25207.6013	22-OCT-2012	Pre-Recruitment (recruitment planning w/HR)
FIRE	20411	1010	Engineer of Fire Department	1.00	25244.3134	30-JUN-2015	Pre-Recruitment (recruitment planning w/HR)
FIRE	20411	1010	Engineer of Fire Department	1.00	25274.1157	18-FEB-2011	Pre-Recruitment (recruitment planning w/HR)
FIRE	20411	1010	Engineer of Fire Department	1.00	25278.18310	16-OCT-2012	Pre-Recruitment (recruitment planning w/HR)
FIRE	20411	1010	Engineer of Fire Department	1.00	32344.17268		Pre-Recruitment (recruitment planning w/HR)
FIRE	20251	1010	Fire Communications Dispatcher	1.00	12014.12014	12-SEP-2014	Request to Hire (Requisitions) authorized
FIRE	20241	1010	Fire Communications Dispatcher, Sr	1.00	2742.2742	13-FEB-2015	Pre-Recruitment (recruitment planning w/HR)
FIRE	20411	1010	Fire Fighter	1.00	25247.379	19-JUN-2015	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter	1.00	855.855	24-JUN-2015	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter	1.00	26294.2228	19-JUN-2015	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter	1.00	25201.5745	13-MAR-2015	Referred Candidates-Consideration in progress
FIRE	20411	1010	Fire Fighter	1.00	26644.2315	01-JUL-2015	Referred Candidates-Consideration in progress
FIRE	20411	1010	Fire Fighter	1.00	26298.1100	19-JUN-2015	Referred Candidates-Consideration in progress
FIRE	20411	1010	Fire Fighter	1.00	26496.2455	17-APR-2015	Referred Candidates-Consideration in progress
FIRE	20411	1010	Fire Fighter	1.00	26573.1385	19-JUN-2015	Referred Candidates-Consideration in progress
FIRE	20411	1010	Fire Fighter	1.00	26643.3172	01-AUG-2014	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter	1.00	26572.5427	17-APR-2009	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter	1.00	26577.3166	03-NOV-2009	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter	1.00	26578.1380	26-DEC-2008	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter	1.00	26579.1306	04-MAY-2008	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter	1.00	26584.2549	04-AUG-2008	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter	1.00	26605.5755	26-DEC-2008	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter	1.00	25321.2180	27-MAR-2015	Referred Candidates-Consideration in progress
FIRE	20711	2123	Fire Fighter	1.00	37667.28089		Referred Candidates-Consideration in progress
FIRE	20814	1010	Fire Fighter	1.00	16985.2568	25-AUG-2014	Referred Candidates-Consideration in progress
FIRE	20814	1010	Fire Fighter	1.00	19448.821	23-DEC-2012	Request to Hire (Requisitions) authorized
FIRE	20814	1010	Fire Fighter	1.00	26782.5075	03-JAN-2014	Request to Hire (Requisitions) authorized
FIRE	20814	1010	Fire Fighter	1.00	26841.262	20-DEC-2011	Request to Hire (Requisitions) authorized
FIRE	20814	1010	Fire Fighter	1.00	26842.1302	06-APR-2012	Request to Hire (Requisitions) authorized
FIRE	20814	1010	Fire Fighter	1.00	26840.1815	01-DEC-2010	Request to Hire (Requisitions) authorized
FIRE	20814	1010	Fire Fighter	1.00	20635.2813	16-AUG-2007	Request to Hire (Requisitions) authorized
FIRE	20814	1010	Fire Fighter	1.00	26843.1928	16-AUG-2007	Request to Hire (Requisitions) authorized
FIRE	20814	1010	Fire Fighter	1.00	30555.2506		Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter Paramedic	1.00	25290.5047	12-OCT-2013	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter Paramedic	1.00	25300.14122	03-JAN-2014	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter Paramedic	1.00	25301.1252	03-JAN-2014	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter Paramedic	1.00	25310.11045	15-AUG-2014	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter Paramedic	1.00	25314.10557	01-APR-2011	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter Paramedic	1.00	25315.2673	10-DEC-2010	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter Paramedic	1.00	19343.1986	24-AUG-2013	Referred Candidates-Consideration in progress
FIRE	20411	2415	Fire Fighter Paramedic	1.00	25288.10824	19-JUN-2015	Referred Candidates-Consideration in progress
FIRE	20411	1010	Fire Fighter Paramedic	1.00	25316.3143	07-OCT-2005	Request to Hire (Requisitions) authorized

DEPT	ORG	FUND	JOB CLASSIFICATION TITLE	REV FTE	POS#	VACANT DATE	STATUS OF VACANCY/REQUISITION
FIRE	20411	1010	Fire Fighter Paramedic	1.00	25350.21311	19-JUN-2015	Referred Candidates-Consideration in progress
FIRE	20411	1010	Fire Fighter Paramedic	1.00	25351.21313	21-NOV-2014	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter Paramedic	1.00	22332.21544	03-JAN-2014	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter Paramedic	1.00	22060.21603	01-AUG-2014	Referred Candidates-Consideration in progress
FIRE	20411	1010	Fire Fighter Paramedic	1.00	22058.21601	06-DEC-2013	Referred Candidates-Consideration in progress
FIRE	20411	1010	Fire Fighter Paramedic	1.00	22065.21608	19-JUN-2015	Referred Candidates-Consideration in progress
FIRE	20411	1010	Fire Fighter Paramedic	1.00	22338.3058	01-AUG-2014	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Fire Fighter Paramedic	1.00	22345.811	19-JUN-2015	Referred Candidates-Consideration in progress
FIRE	20411	1010	Fire Fighter Paramedic	1.00	19352.10551	15-AUG-2014	Referred Candidates-Consideration in progress
FIRE	20411	1010	Fire Fighter Paramedic	1.00	19350.1440	20-DEC-2013	Referred Candidates-Consideration in progress
FIRE	20411	1010	Fire Fighter Paramedic	1.00	19358.1524	18-JAN-2013	Referred Candidates-Consideration in progress
FIRE	20411	1010	Fire Fighter Paramedic	1.00	25355.21309	28-FEB-2014	Request to Hire (Requisitions) authorized
FIRE	20331	1010	Fire Prevention Bureau Inspect, Civil	1.00	2681.2681	13-JUN-2015	Pre-Recruitment (recruitment planning w/HR)
FIRE	20331	1010	Fire Protection Engineer	1.00	36735.36735		Request to Hire (Requisitions) authorized
FIRE	20371	1010	Fire Suppression District Inspector	1.00	2430.2430	02-AUG-2015	Request to Hire (Requisitions) authorized
FIRE	20411	1010	Lieutenant of Fire Department	1.00	5970.5970	28-SEP-2014	Dept. Interviews Scheduled
FIRE	20411	1010	Lieutenant of Fire Department	1.00	30556.7012	03-JAN-2015	Dept. Interviews Scheduled
FIRE	20411	1010	Lieutenant of Fire Department	1.00	2342.2342	03-JUL-2015	Dept. Interviews Scheduled
FIRE	20411	1010	Lieutenant of Fire Department	1.00	2545.2545	18-OCT-2014	Dept. Interviews Scheduled
FIRE	20411	1010	Lieutenant of Fire Department	1.00	25260.12541	04-APR-2015	Dept. Interviews Scheduled
FIRE	20411	1010	Lieutenant of Fire Department	1.00	25258.12543	27-FEB-2015	Dept. Interviews Scheduled
FIRE	20411	1010	Lieutenant of Fire Department	1.00	25113.910	13-FEB-2015	Dept. Interviews Scheduled
FIRE	20411	1010	Lieutenant of Fire Department	1.00	25155.2122	18-JUL-2014	Dept. Interviews Scheduled
FIRE	20411	1010	Lieutenant of Fire Department	1.00	25144.1816	13-FEB-2015	Dept. Interviews Scheduled
FIRE	20411	1010	Lieutenant of Fire Department	1.00	5037.5037	21-SEP-2006	Dept. Interviews Scheduled
FIRE	20411	1010	Lieutenant of Fire Department	1.00	5041.5041	22-JAN-2010	Dept. Interviews Scheduled
FIRE	20711	1010	Manager, Emergency Services	1.00	27718.27718	28-DEC-2014	Offer Extended
FIRE Total				97.00			
PUBLIC WORKS	30121	7760	Accountant II	1.00	32737.25485	21-JUN-2014	No action pending with HR
PUBLIC WORKS	30112	7760	Administrative Assistant I	1.00	33878.15671	08-MAY-2015	Offer Extended
PUBLIC WORKS	30531	2215	Administrative Assistant I	1.00	37679.35981		Internal Reassignment in progress
PUBLIC WORKS	30232	3100	Architectural Associate (Field)	1.00	31761.3424	10-MAY-2014	No action pending with HR
PUBLIC WORKS	30541	4100	Auto Equipment Mechanic	1.00	31377.2788	18-JAN-2015	Recruitment Open (Ads/App screening)
PUBLIC WORKS	30541	4100	Auto Equipment Mechanic	1.00	24052.5454	26-JUN-2015	Recruitment Open (Ads/App screening)
PUBLIC WORKS	30541	4100	Auto Equipment Mechanic	1.00	23994.1144	18-JAN-2015	Recruitment Open (Ads/App screening)
PUBLIC WORKS	30233	5510	Capital Improvement Project Coor	1.00	31804.2292	13-SEP-2014	Request to Fill (requisition) authorized
PUBLIC WORKS	30655	4400	Construction & Maintenance Mechanic	1.00	32778.30655	26-DEC-2014	On Hold for Spec Revision
PUBLIC WORKS	30655	4400	Construction & Maintenance Mechanic	1.00	32774.3609	10-OCT-2014	On Hold for Spec Revision
PUBLIC WORKS	30658	4400	Construction & Maintenance Mechanic	1.00	35816.35816		On Hold for Spec Revision
PUBLIC WORKS	30232	3100	Construction Coordinator	1.00	31796.3456	18-OCT-2014	On Hold for Spec Revision
PUBLIC WORKS	30243	3100	Construction Inspector (Field)	1.00	31870.10820	01-JUL-2015	No action pending with HR
PUBLIC WORKS	30243	3100	Construction Inspector (Field)	1.00	37761.35985		Dept. Interviews Scheduled
PUBLIC WORKS	30243	3100	Construction Inspector, Sr (Field)	1.00	37680.35984		Pre-Recruitment (recruitment planning w/HR)
PUBLIC WORKS	30632	4400	Custodian	1.00	24041.5093	23-MAY-2014	Pending reassignment from PPT to FT
PUBLIC WORKS	30635	2310	Custodian	1.00	24230.18718	24-MAY-2015	No action pending with HR
PUBLIC WORKS	30635	2310	Custodian	1.00	23956.14901	17-AUG-2014	No action pending with HR
PUBLIC WORKS	30244	3100	Drafting Technician, Int (Office)	1.00	31890.5089		On Hold for Spec Revision
PUBLIC WORKS	30242	2211	Drafting/Design Technician, Sr	1.00	31827.5783	11-DEC-2010	On Hold for Spec Revision
PUBLIC WORKS	30689	4450	Electrical Engineer II	1.00	31156.31156	16-JUL-2010	No action pending with HR
PUBLIC WORKS	30522	2215	Electrical Engineer III	1.00	32755.3573	07-NOV-2014	Recruitment Open (Ads/App screening)
PUBLIC WORKS	30522	2231	Electrical Engineer III	1.00	31728.2615	05-DEC-2014	Recruitment Open (Ads/App screening)
PUBLIC WORKS	30242	2211	Engineer, Assistant II (Office)	1.00	31830.10997	09-NOV-2014	No action pending with HR
PUBLIC WORKS	30244	7760	Engineer, Assistant II (Office)	1.00	32414.32414		Request to Fill (requisition) authorized
PUBLIC WORKS	30244	7760	Engineer, Assistant II (Office)	1.00	36680.36680		No action pending with HR
PUBLIC WORKS	30244	7760	Engineer, Assistant II (Office)	1.00	36677.36677		No action pending with HR
PUBLIC WORKS	30244	7760	Engineer, Assistant II (Office)	1.00	36670.36670		No action pending with HR
PUBLIC WORKS	30244	3100	Engineer, Assistant II (Office)	1.00	31892.5088	01-MAY-2015	No action pending with HR
PUBLIC WORKS	30265	2216	Engineer, Assistant II (Office)	1.00	36626.36626		Dept. Interviews Scheduled
PUBLIC WORKS	30232	7760	Engineer, Civil (Office)	1.00	32294.32294	02-JUN-2012	Dept. Interviews Scheduled
PUBLIC WORKS	30242	2211	Engineer, Civil (Office)	1.00	31834.5438	14-MAR-2015	Dept. Interviews Scheduled
PUBLIC WORKS	30242	7760	Engineer, Civil (Office)	1.00	36659.36659		No action pending with HR
PUBLIC WORKS	30244	7760	Engineer, Civil (Office)	1.00	36672.36672		No action pending with HR
PUBLIC WORKS	30245	7760	Engineer, Civil (Office)	1.00	32811.3433	28-MAR-2015	No action pending with HR
PUBLIC WORKS	30232	7760	Engineer, Civil Supv (Office)	1.00	32723.19905	07-DEC-2014	No action pending with HR
PUBLIC WORKS	30244	7760	Engineer, Civil Supv (Office)	1.00	31898.13068	02-SEP-2013	No action pending with HR
PUBLIC WORKS	30683	5510	Environmental Program Specialist	1.00	24179.2916	22-JUN-2014	No action pending with HR
PUBLIC WORKS	30652	1720	Gardener Crew Leader	1.00	23944.1849	28-AUG-2015	Request to Fill (requisition) authorized
PUBLIC WORKS	30652	2310	Gardener II	1.00	37526.37526		Pre-Recruitment (recruitment planning w/HR)
PUBLIC WORKS	30652	2310	Gardener II	1.00	37525.37525		Pre-Recruitment (recruitment planning w/HR)
PUBLIC WORKS	30652	2310	Gardener II	1.00	37524.37524		Pre-Recruitment (recruitment planning w/HR)
PUBLIC WORKS	30652	1720	Gardener II	1.00	32665.17986	23-JUL-2015	Pre-Recruitment (recruitment planning w/HR)
PUBLIC WORKS	30534	2230	Heavy Equipment Operator	1.00	23761.3479	13-AUG-2015	Pending Submittal of Req
PUBLIC WORKS	30541	4100	Heavy Equipment Service Worker	1.00	24047.803	11-FEB-2015	Recruitment Open (Ads/App screening)
PUBLIC WORKS	30533	3100	Maintenance Mechanic	1.00	36669.36669		Request to Fill (requisition) authorized
PUBLIC WORKS	30635	4400	Maintenance Mechanic	1.00	34356.34356	10-APR-2015	Dept. Interviews Scheduled
PUBLIC WORKS	30673	1720	Painter	1.00	34484.34484	19-JUL-2015	Dept. Interviews Scheduled

DEPT	ORG	FUND	JOB CLASSIFICATION TITLE	REV FTE	POS#	VACANT DATE	STATUS OF VACANCY/REQUISITION
PUBLIC WORKS	30652	2310	Park Attendant	1.00	37625.18759		Add/Delete Request Submitted to Delete
PUBLIC WORKS	30652	2310	Park Attendant	1.00	37656.25994		Add/Delete Request Submitted to Delete
PUBLIC WORKS	30652	1720	Park Attendant, PPT	1.00	24324.22113		Inactive (vacant with no immediate plans to fill)
PUBLIC WORKS	30684	3100	Program Analyst II	1.00	33674.33674	07-SEP-2014	No action pending with HR
PUBLIC WORKS	30211	3100	Program Analyst III	1.00	37731.36657		On Hold for Spec Revision
PUBLIC WORKS	30245	5321	Program Analyst III	1.00	31906.27705	12-DEC-2011	No action pending with HR
PUBLIC WORKS	30275	7760	Program Analyst III	1.00	36675.36675		No action pending with HR
PUBLIC WORKS	30131	7760	Public Service Representative	1.00	36738.36738		Pre-Recruitment (recruitment planning w/HR)
PUBLIC WORKS	30532	3100	Public Works Maintenance Worker	1.00	24042.593	21-AUG-2015	No action pending with HR
PUBLIC WORKS	30534	2230	Public Works Maintenance Worker	1.00	23842.3514	19-JUN-2015	No action pending with HR
PUBLIC WORKS	30534	2216	Public Works Maintenance Worker	1.00	37521.37521		Dept. Interviews Scheduled
PUBLIC WORKS	30534	2216	Public Works Maintenance Worker	1.00	37522.37522		Dept. Interviews Scheduled
PUBLIC WORKS	30534	2216	Public Works Maintenance Worker	1.00	37523.37523		Dept. Interviews Scheduled
PUBLIC WORKS	30674	1720	Public Works Maintenance Worker	1.00	23800.2816	19-JUN-2015	No action pending with HR
PUBLIC WORKS	30674	1720	Public Works Maintenance Worker	1.00	23862.1548	19-JUL-2015	Interviews Conducted - Reference Check
PUBLIC WORKS	30674	1720	Public Works Maintenance Worker	1.00	23941.10104	12-AUG-2015	Interviews Conducted - Reference Check
PUBLIC WORKS	30674	1720	Public Works Maintenance Worker	1.00	26105.1268	10-JAN-2014	Interviews Conducted - Reference Check
PUBLIC WORKS	30674	1720	Public Works Maintenance Worker	1.00	26106.2674	05-JUL-2015	Interviews Conducted - Reference Check
PUBLIC WORKS	30674	1720	Public Works Maintenance Worker	1.00	31295.6619	24-OCT-2014	Interviews Conducted - Reference Check
PUBLIC WORKS	30674	1720	Public Works Maintenance Worker	1.00	24361.21674	11-SEP-2015	Interviews Conducted - Reference Check
PUBLIC WORKS	30534	2230	Public Works Supervisor II	1.00	24286.19454	15-MAR-2015	Interim assignment
PUBLIC WORKS	30682	1710	Recycling Specialist, Senior	1.00	33881.33881	28-AUG-2015	No action pending with HR
PUBLIC WORKS	30533	3100	Sewer Maintenance Worker	1.00	24039.767	21-JUN-2015	No action pending with HR
PUBLIC WORKS	30533	3100	Sewer Maintenance Worker	1.00	23977.3534	26-JUN-2015	No action pending with HR
PUBLIC WORKS	30232	7760	Spatial Data Analyst III	1.00	32840.32295		No action pending with HR
PUBLIC WORKS	30634	4400	Stationary Engineer	1.00	24075.1379	20-MAY-2014	No action pending with HR
PUBLIC WORKS	30632	4400	Stationary Engineer, Chief	1.00	24059.981	30-DEC-2014	Request to Fill (requisition) authorized
PUBLIC WORKS	30534	2231	Street Maintenance Leader	1.00	32326.32326	30-AUG-2015	No action pending with HR
PUBLIC WORKS	30534	2216	Street Maintenance Leader	1.00	37520.37520		Dept. Interviews Scheduled
PUBLIC WORKS	30672	1720	Street Sweeper Operator	1.00	23759.3560	28-AUG-2015	No action pending with HR
PUBLIC WORKS	30264	2216	Traffic Engineering Tech, Senior (O)	1.00	31942.17114	13-MAY-2014	No action pending with HR
PUBLIC WORKS	30523	2230	Traffic Sign Maker	1.00	32760.21696	05-DEC-2014	Pending submittal of Add/Delete
PUBLIC WORKS	30275	2415	Transportation Planner, Senior	1.00	32885.3405	11-JUL-2015	No action pending with HR
PUBLIC WORKS	30245	5321	Watershed Program Supervisor	1.00	31908.3399	14-FEB-2014	Request to Fill (requisition) authorized
OPW Total				82.00			
ITD	46111	1010	Director of Info Technology	1.00	34717.34717	12-JUN-2015	Recruitment Open (Ads/App screening)
ITD	46461	4200	Information Systems Supervisor	1.00	33355.32957	19-JUN-2015	Pre-cruitment pending spec revision
ITD	46461	1010	Manager, Information Systems	1.00	33733.28579	28-AUG-2015	No action pending with HR
ITD	46471	1010	Microcomputer Systems Spec III	1.00	35942.35942		Dept. Interviews Scheduled
ITD	46261	1010	Microcomputer Systems Specialist II	1.00	31227.26094	15-MAR-2015	Dept. Interviews Scheduled
ITD	46521	4200	Microcomputer Systems Specialist II	1.00	37579.37579		Dept. Interviews Scheduled
ITD	46521	4200	Microcomputer Systems Specialist II	1.00	31225.25483		Request to Fill (requisition) authorized
ITD	46211	1010	Operations Support Specialist	1.00	26048.26048	05-JUN-2015	Dept. Interviews Scheduled
ITD	46211	1010	Operations Support Specialist	1.00	34847.34847	10-JUN-2015	Dept. Interviews Scheduled
ITD	46211	1010	Operations Support Specialist	1.00	34846.34846	20-FEB-2015	Dept. Interviews Scheduled
ITD	46211	1010	Operations Support Specialist	1.00	15863.589		Dept. Interviews Scheduled
ITD	46111	1010	Project Manager II	1.00	36450.36450		Linked to TCSE
ITD	46111	1010	Project Manager III	1.00	36452.36452		No action pending with HR
ITD	46121	4300	Reproduction Offset Operator	1.00	27713.27713	09-JUL-2015	No action pending with HR
ITD	46341	1010	Systems Programmer III	1.00	37575.37575		Recruitment Open (Ads/App screening)
ITD	46321	4200	Telecommunication Systems Engineer	1.00	32956.32956	17-AUG-2015	Offer extended
ITD	46271	1010	Telephone Services Specialist	1.00	31254.26313	16-AUG-2015	Recruitment Open (Ads/App screening)
ITD Total				17.00			
PARKS & REC	501110	1010	Assist Director, Parks & Rec	1.00	33638.33638		No action pending with HR
PARKS & REC	502332	1820	Facility Security Assistant	1.00	32934.32189		Encumbered (linked to exempt PT)
PARKS & REC	501240	1820	Public Service Rep, Sr	1.00	36635.36635		Recruitment Open (Ads/App screening)
PARKS & REC	502236	1010	Recreation Center Director	1.00	32938.449	17-JUL-2015	Pre-Recruitment (recruitment planning w/HR)
PARKS & REC	501250	1010	Recreation Leader II, PPT	0.75	34135.34135	23-JAN-2015	Referral Pending w/newly combined Reqs
PARKS & REC	502230	1010	Recreation Leader II, PPT	6.25	31067.31067	10-OCT-2014	Referral Pending w/newly combined Reqs
PARKS & REC	502236	1010	Recreation Leader II, PPT	0.75	26541.26541	06-FEB-2015	Referral Pending w/newly combined Reqs
PARKS & REC	502350	1820	Recreation Leader II, PPT	0.75	32867.32867	20-FEB-2015	Referral Pending w/newly combined Reqs
PARKS & REC	503233	1010	Recreation Leader II, PPT	0.75	36027.36027	03-APR-2015	Referral Pending w/newly combined Reqs
PARKS & REC	503235	1010	Recreation Leader II, PPT	0.75	33953.33953	02-APR-2015	Referral Pending w/newly combined Reqs
PARKS & REC	504330	1010	Recreation Leader II, PPT	0.75	32870.32870	01-OCT-2014	Referral Pending w/newly combined Reqs
PARKS & REC	509231	1010	Recreation Leader II, PPT	0.75	32944.32869	18-JUL-2014	Referral Pending w/newly combined Reqs
PARKS & REC	509235	1010	Recreation Leader II, PPT	1.00	30653.28343	07-OCT-2014	Referral Pending w/newly combined Reqs
PARKS & REC	509237	1010	Recreation Leader II, PPT	0.75	30517.30517	17-APR-2015	Referral Pending w/newly combined Reqs
PARKS & REC	509330	1010	Recreation Leader II, PPT	0.75	36123.33620	10-OCT-2014	Referral Pending w/newly combined Reqs
PARKS & REC	501270	1820	Recreation Program Director	1.00	32877.32204		Pre-Recruitment (recruitment planning w/HR)
PARKS & REC	502331	1010	Recreation Program Director	1.00	27397.18762	14-DEC-2008	Pre-Recruitment (recruitment planning w/HR)
PARKS & REC	502332	1820	Recreation Program Director	1.00	32690.32562	05-AUG-2015	Pre-Recruitment (recruitment planning w/HR)
PARKS & REC	509237	1010	Recreation Program Director	1.00	32863.26220	21-JUN-2013	Pre-Recruitment (recruitment planning w/HR)
PARKS & REC	503232	1820	Recreation Specialist I, PPT	0.48	27498.27498	12-APR-2013	No action pending with HR
PARKS & REC	504320	1820	Recreation Specialist I, PPT	0.75	37645.24523		No action pending with HR
PARKS & REC	502235	1820	Recreation Specialist II, PPT	1.00	30732.30732	28-AUG-2015	No action pending with HR
PARKS & REC	502332	1820	Recreation Specialist II, PPT	1.00	32940.4868	31-JUL-2015	No action pending with HR

DEPT	ORG	FUND	JOB CLASSIFICATION TITLE	REV FTE	POS#	VACANT DATE	STATUS OF VACANCY/REQUISITION
PARKS & REC	502380	2310	Recreation Specialist II, PPT	1.00	26219.26219	19-JUN-2015	Request to Fill (requisition) authorized
PARKS & REC	509239	1010	Recreation Specialist II, PPT	0.20	34667.34499		No action pending with HR
PARKS & REC	509239	1010	Recreation Specialist II, PPT	0.75	34666.34498	10-OCT-2014	No action pending with HR
PARKS & REC	509330	1820	Recreation Supervisor	1.00	28411.28411	27-MAR-2012	Pre-Recruitment (recruitment planning w/HR)
OPR Total				28.18			
LIBRARY	61121	1010	Account Clerk II	1.00	32406.32406	23-NOV-2012	Inactive (vacant with no immediate plans to fill)
LIBRARY	61321	2241	Librarian I	1.00	28417.23627	27-JUN-2015	Pre-Recruitment (recruitment planning w/HR)
LIBRARY	61332	1010	Librarian I	1.00	22614.22614	11-SEP-2015	Pre-Recruitment (recruitment planning w/HR)
LIBRARY	61335	2241	Librarian I	1.00	22037.3753	7-Nov-15	Pre-Recruitment (recruitment planning w/HR)
LIBRARY	61339	1010	Librarian I	1.00	30992.30992	04-SEP-2015	Encumbered (linked to exempt PT)
LIBRARY	61235	2241	Librarian I, PPT	0.04	30309.30309		Encumbered (linked to exempt PT)
LIBRARY	61236	1010	Librarian II	1.00	33848.17349	11-SEP-2015	No action pending with HR
LIBRARY	61236	2241	Librarian II	1.00	2213.2213	26-DEC-2014	Encumbered (linked to exempt PT)
LIBRARY	61339	2241	Librarian II	1.00	32014.32014	05-DEC-2014	Dept. Interviews Scheduled
LIBRARY	61345	2241	Librarian II	1.00	1164.1164	05-AUG-2015	No action pending with HR
LIBRARY	61111	2241	Librarian, Administrative	1.00	33611.3738	27-MAR-2015	Pre-Recruitment (recruitment planning w/HR)
LIBRARY	61132	2241	Librarian, Senior	1.00	30665.30157	01-APR-2015	Encumbered (linked to exempt PT)
LIBRARY	61231	2241	Library Aide	1.00	34928.237		Encumbered (linked to exempt PT)
LIBRARY	61121	2241	Library Aide, PPT	0.60	34282.15437	31-JUL-2015	Encumbered (linked to exempt PT)
LIBRARY	61231	2241	Library Aide, PPT	0.80	30156.30156		Encumbered (linked to exempt PT)
LIBRARY	61335	2241	Library Aide, PPT	0.60	15441.15441	13-MAR-2015	Encumbered (linked to exempt PT)
LIBRARY	61337	2241	Library Aide, PPT	0.60	15443.15443	19-FEB-2014	Encumbered (linked to exempt PT)
LIBRARY	61132	1010	Library Assistant	1.00	28011.25518	03-APR-2015	Encumbered (linked to exempt PT)
LIBRARY	61135	2241	Library Assistant	1.00	28012.26557	23-DEC-2008	Encumbered (linked to exempt PT)
LIBRARY	61243	2241	Library Assistant	1.00	3080.3080	15-MAR-2014	Encumbered (linked to exempt PT)
LIBRARY	61337	2241	Library Assistant	1.00	26257.26257	14-SEP-2008	Encumbered (linked to exempt PT)
LIBRARY	61338	2241	Library Assistant	1.00	34934.30988	30-JUN-2015	No action pending with HR
LIBRARY	61348	2241	Library Assistant	1.00	18158.11973	02-JAN-2015	Encumbered (linked to exempt PT)
LIBRARY	61511	2241	Library Assistant	1.00	37695.26555		No action pending with HR
LIBRARY	61311	2241	Library Asst, PPT	0.50	37605.19871		Encumbered (linked to exempt PT)
LIBRARY	61339	1010	Library Asst, PPT	0.60	31011.31011	14-FEB-2014	Encumbered (linked to exempt PT)
LIBRARY	61135	1010	Library Automation Supervisor	0.00	34688.22030		Encumbered (linked to exempt PT)
LIBRARY	61121	2241	Museum Guard	1.00	32636.348	20-JUN-2014	Encumbered (linked to exempt PT)
LIBRARY	61213	2241	Office Assistant I	1.00	30715.30715		Inactive (vacant with no immediate plans to fill)
LIBRARY	61132	1010	Office Assistant II	1.00	28044.5249	31-OCT-2014	Encumbered (linked to exempt PT)
LIBRARY Total				25.74			
RACE & EQUITY	64111	1010	CPRB Executive Director	1.00	37541.37541		Placeholder- Job spec revision in progress
RACE & EQUITY	64111	1010	Program Analyst II	1.00	37542.37542		Recruitment initiated upon hiring of Director
Race & Equity Total				2.00			
HSD	78231	2128	Accountant I	1.00	25479.25479	30-JUL-2006	Inactive (vacant with no immediate plans to fill)
HSD	78235	2128	Administrative Assistant II	1.00	37669.31543		Dept. Interviews Scheduled
HSD	78311	2252	Case Manager I	1.00	37546.37546		Request to Fill (requisition) authorized
HSD	78311	2252	Case Manager I	1.00	37545.37545		Request to Fill (requisition) authorized
HSD	75231	2128	Case Manager II	1.00	3807.3807	05-JAN-2014	Request to Fill (requisition) authorized
HSD	78251	1010	Case Manager II	1.00	37528.37528		Recruitment Open (Ads/App screening)
HSD	78251	1010	Case Manager II	1.00	37529.37529		Recruitment Open (Ads/App screening)
HSD	75231	2128	Case Manager, Supervising	1.00	19120.19120	25-JUL-2014	Dept. Interviews Scheduled
HSD	78231	2128	Early Childhood Center Director	0.80	5284.5284	31-DEC-2008	Examination Scheduled
HSD	78231	2128	Early Childhood Center Director	1.00	5877.5877	01-JUN-2013	Offer Extended
HSD	78231	2128	Early Childhood Center Director	1.00	521.521	02-MAY-2015	Offer Extended
HSD	78231	2128	Early Childhood Center Director	1.00	3721.3721	27-DEC-2014	Dept. Interviews Scheduled
HSD	78231	2128	Early Childhood Instructor	1.00	3120.3120	19-MAY-2014	Continuous-Referrals/Considerations ongoing
HSD	78231	2128	Early Childhood Instructor	1.00	32209.32209	29-NOV-2013	Continuous-Referrals/Considerations ongoing
HSD	78231	2128	Early Childhood Instructor	1.00	32207.32207	17-FEB-2014	Continuous-Referrals/Considerations ongoing
HSD	78231	2128	Early Childhood Instructor	1.00	31491.31491	19-FEB-2015	Continuous-Referrals/Considerations ongoing
HSD	78231	2128	Early Childhood Instructor	1.00	6118.6118	11-AUG-2013	Continuous-Referrals/Considerations ongoing
HSD	78231	2128	Early Childhood Instructor	1.00	6308.6308	31-AUG-2015	Continuous-Referrals/Considerations ongoing
HSD	78231	2128	Early Childhood Instructor	1.00	17765.11206	06-MAR-2015	Continuous-Referrals/Considerations ongoing
HSD	78231	2128	Early Childhood Instructor	1.00	13476.13476	25-JAN-2015	Continuous-Referrals/Considerations ongoing
HSD	78231	2128	Early Childhood Instructor	1.00	13490.13490	29-JUN-2013	Continuous-Referrals/Considerations ongoing
HSD	78231	2128	Early Childhood Instructor	1.00	5962.5962	11-SEP-2015	Continuous-Referrals/Considerations ongoing
HSD	78231	2128	Early Childhood Instructor	1.00	6116.6116	19-AUG-2015	Continuous-Referrals/Considerations ongoing
HSD	78231	2128	Early Childhood Instructor	1.00	57.57	20-JAN-2014	Continuous-Referrals/Considerations ongoing
HSD	78231	2128	Early Childhood Instructor	1.00	375.375	30-JUN-2014	Continuous-Referrals/Considerations ongoing
HSD	78231	2128	Early Childhood Instructor	1.00	3716.3716	13-APR-2015	Continuous-Referrals/Considerations ongoing
HSD	78231	2128	Early Childhood Instructor	1.00	31492.31492	19-JUL-2015	Continuous-Referrals/Considerations ongoing
HSD	78231	2128	Early Childhood Instructor	1.00	14015.14015	26-JUN-2015	Continuous-Referrals/Considerations ongoing
HSD	78241	2102	Food Program Coordinator, PPT	1.00	2847.2847	08-MAR-2004	Inactive (vacant with no immediate plans to fill)
HSD	78231	2128	Food Service Worker	1.00	612.612	01-JUN-2015	Offer Extended
HSD	78231	2128	Head Start Driver Courier	1.00	3817.3817	03-NOV-2014	Dept. Interviews Scheduled
HSD	78231	2128	Headstart Program Coordinator	1.00	18189.18189	14-DEC-2008	No action pending with HR
HSD	78231	2128	Headstart Program Coordinator	1.00	3736.3736	31-DEC-2014	No action pending with HR
HSD	78235	2128	Health & Human Svcs Prgm Planner	1.00	37740.31502		Inactive (vacant with no immediate plans to fill)
HSD	78311	2152	Health & Human Svcs Prgm Planner	1.00	36686.36686		Dept. Interviews Scheduled
HSD	78311	2252	Health & Human Svcs Prgm Planner	1.00	33890.33890	07-AUG-2015	Request to Fill (requisition) authorized
HSD	78411	2108	Housing Development Coordinator III	0.60	33143.3795	08-AUG-2015	Add/Delete in progress to right size to PAIL

DEPT	ORG	FUND	JOB CLASSIFICATION TITLE	REV FTE	POS#	VACANT DATE	STATUS OF VACANCY/REQUISITION
HSD	78231	2128	Office Assistant II	1.00	20606.20606	19-APR-2015	No action pending with HR
HSD	75651	2195	Outreach Developer, Ppt	0.80	37718.32970		Dept. Interviews Scheduled
HSD	78362	2128	Program Analyst I	1.00	37639.32521		Offer Extended
HSD	78362	2128	Program Analyst I	1.00	37725.33055		Request to Fill (requisition) authorized
HSD	78411	2108	Program Analyst I	1.00	33145.20784	01-MAY-2014	Request to Fill (requisition) authorized
HSD	78251	1010	Program Analyst II	1.00	37714.19119		Request to Fill (requisition) authorized
HSD	78311	2252	Program Analyst II	1.00	37543.37543		Pre-Recruitment (recruitment planning w/HR)
HSD	78311	2252	Program Analyst II	1.00	37544.37544		Pre-Recruitment (recruitment planning w/HR)
HSD	75631	1010	Program Analyst II, PPT	1.00	33053.33053	09-DEC-2014	Inactive (vacant with no immediate plans to fill)
HSD	78311	2251	Program Analyst III, PPT	0.60	33431.24645	06-SEP-2012	Inactive (vacant with no immediate plans to fill)
HSD	75621	2216	Senior Services Prgm Assistant	1.00	37750.37750		Pre-Recruitment (recruitment planning w/HR)
HSD Total				46.80			
PBD	84111	2415	Business Analyst II	1.00	35595.35595		Dept. Interviews Scheduled
PBD	84111	2415	Business Analyst IV	1.00	36671.36671		Recruitment Open (Ads/App screening)
PBD	84453	2415	Construction Inspector, Sr (Office)	1.00	33816.27687	08-MAY-2015	Examination Scheduled
PBD	84421	2415	Engineer, Civil Supv (Office)	1.00	33386.17477		Dept. Interviews Scheduled
PBD	84111	2415	Exec Asst to the Director	1.00	36697.36697		Dept. Interviews Scheduled
PBD	84111	2415	Inspection Services Manager	1.00	37551.37551		Pre-Recruitment (recruitment planning w/HR)
PBD	84454	2415	Inspection Services Manager	1.00	37338.37338		Pre-Recruitment (recruitment planning w/HR)
PBD	84412	2415	Office Assistant II	1.00	33264.5624	10-APR-2015	Dept. Interviews Scheduled
PBD	84412	2415	Office Assistant II	1.00	33266.846	10-APR-2015	Dept. Interviews Scheduled
PBD	84412	2415	Office Assistant II	1.00	36660.36660		Dept. Interviews Scheduled
PBD	84412	2415	Office Assistant II	1.00	36661.36661		Dept. Interviews Scheduled
PBD	84421	2415	Office Assistant II	1.00	36664.36664		Dept. Interviews Scheduled
PBD	84421	2415	Office Assistant II	1.00	36665.36665		Dept. Interviews Scheduled
PBD	84421	2415	Office Assistant II	1.00	36667.36667		Dept. Interviews Scheduled
PBD	84229	2415	Planner I	1.00	33171.19069	05-JUL-2015	Pre-Recruitment (recruitment planning w/HR)
PBD	84229	2415	Planner I	1.00	33172.25431	05-JUL-2015	Pre-Recruitment (recruitment planning w/HR)
PBD	84211	2415	Planner II	1.00	33163.25430	05-JUN-2015	Dept. Interviews Scheduled
PBD	84229	2415	Planner II	1.00	33178.2324	09-NOV-2014	Offer Extended
PBD	84211	2415	Planner III	1.00	37707.36654		Dept. Interviews Scheduled
PBD	84211	2415	Planner III, PPT	0.50	33169.31554	08-MAY-2015	No action pending with HR
PBD	84211	2415	Planner III, PPT	0.50	33168.31553	30-AUG-2015	No action pending with HR
PBD	84211	2415	Planner IV	1.00	33170.17478	28-AUG-2015	Request to Fill (requisition) authorized
PBD	84211	2415	Planner IV	1.00	37709.36653		Request to Fill (requisition) authorized
PBD	84421	2415	Process Coordinator II	1.00	36668.36668		On Hold for Function Review
PBD	84421	2415	Process Coordinator II	1.00	37710.36646		On Hold for Function Review
PBD	84421	2415	Process Coordinator III	1.00	37711.36651		Request to Fill (requisition) authorized
PBD	84454	2415	Program Analyst I	1.00	34088.34088	16-JAN-2015	No action pending with HR
PBD	84421	2415	Public Service Rep, Sr	1.00	37677.35534		Request to Fill (requisition) authorized
PBD	84421	2415	Public Service Representative	1.00	36676.36676		Dept. Interviews Scheduled
PBD	84421	2415	Specialty Combination Insp, Senior	1.00	34679.26688	16-AUG-2015	Pre-Recruitment (recruitment planning w/HR)
PBD	84452	2415	Specialty Combination Insp, Senior	1.00	33389.32359		Pre-Recruitment (recruitment planning w/HR)
PBD	84421	2415	Specialty Combination Inspector	1.00	33799.1293	30-DEC-2014	Dept. Interviews Scheduled
PBD	84452	2415	Specialty Combination Inspector	1.00	33808.6008	20-JUL-2014	Dept. Interviews Scheduled
PBD	84452	2415	Specialty Combination Inspector	1.00	33806.5309	08-AUG-2012	Dept. Interviews Scheduled
PBD	84454	2415	Specialty Combination Inspector	1.00	33832.5311	29-MAY-2015	Dept. Interviews Scheduled
PBD	84454	2415	Specialty Combination Inspector	1.00	33256.2327	22-JUN-2012	Dept. Interviews Scheduled
PBD Total				35.00			
EWD	85511	1010	Graphic Design Specialist	1.00	35775.49	17-JUL-2015	Inactive (vacant with no immediate plans to fill)
EWD	85511	1010	Manager, Marketing Pgm	1.00	36417.14300	11-Nov-14	Pre-Recruitment (recruitment planning w/HR)
EWD	85511	2419	Program Analyst I, PPT	0.50	36615.36615		Pre-Recruitment (recruitment planning w/HR)
EWD	85311	1010	Program Analyst II	1.00	35949.35949		Pre-Recruitment (recruitment planning w/HR)
EWD	85311	5671	Program Analyst II	1.00	35760.19926	14-AUG-2015	Pre-Recruitment (recruitment planning w/HR)
EWD	85311	2195	Program Analyst III	1.00	35763.33784		Pre-Recruitment (recruitment planning w/HR)
EWD	85521	5505	Program Analyst III	1.00	35780.11319	14-AUG-2015	Pre-Recruitment (recruitment planning w/HR)
EWD	85221	1610	Project Manager III	1.00	35734.33648	08-OCT-2014	Encumbered-linked to PMIII, PPT
EWD	85231	1010	Real Estate Agent	1.00	37650.36628		Pre-Recruitment (recruitment planning w/HR)
EWD	85221	1610	Urban Economic Analyst I	1.00	36367.36367		Inactive (vacant with no immediate plans to fill)
EWD	85221	1610	Urban Economic Analyst II	1.00	35740.34149	04-AUG-2014	Request to Fill (requisition) authorized
EWD	85221	1610	Urban Economic Coordinator	1.00	35746.3827	21-Dec-14	Request to Fill (requisition) authorized
EWD Total				11.50			
HCD	89919	2108	Accountant II	1.00	36640.36640		Pre-Recruitment (recruitment planning w/HR)
HCD	89969	2413	Administrative Assistant I	1.00	33350.21521	30-MAR-2015	Pre-Recruitment (recruitment planning w/HR)
HCD	89969	2413	Administrative Assistant I	1.00	36683.36683		Pre-Recruitment (recruitment planning w/HR)
HCD	89939	2108	Administrative Assistant I	1.00	33339.11580		Offer Extended
HCD	89949	2108	Budget & Grants Administrator	1.00	35957.35957		No action pending with HR
HCD	89949	2108	Development/Redevelopment Prgm Mgr	1.00	33604.31538	30-JAN-2015	No action pending with HR
HCD	89919	2108	Home Management Counselor II	1.00	36639.36639		Request to Fill (requisition) authorized
HCD	89919	2108	Home Management Counselor II	1.00	36634.36634		Request to Fill (requisition) authorized
HCD	89929	1610	Housing Development Coordinator III	1.00	33319.3823	16-AUG-2015	Pre-Recruitment (recruitment planning w/HR)
HCD	89949	2108	Loan Servicing Administrator	1.00	36299.36299		Dept. Interviews Scheduled
HCD	89979	2105	Loan Servicing Specialist	1.00	33872.845	26-DEC-2014	Encumbered-linked to ELDE
HCD	89969	2413	Program Analyst II	1.00	36694.36694		Pre-Recruitment (recruitment planning w/HR)
HCD	89939	2108	Rehabilitation Advisor III	1.00	33335.2663	15-FEB-2015	Post Exam (waiting for eligible list)
HCD Total				13.00			

DEPT	ORG	FUND	JOB CLASSIFICATION TITLE	REV FTE	POS#	VACANT DATE	STATUS OF VACANCY/REQUISITION
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Grand Total

432.72 *

DEPARTMENT	TITLE	FTE	STATUS
CAO*	Administrative Assistant II	1	Req authorized - referral pending
	Intake Technician	1	Pre-Recruitment Planning
	Intake Technician	1	Pre-Recruitment Planning
	Public Service Rep, PPT	0.5	Req authorized - referral pending
	Public Service Representative	2	Referred candidates
	Executive Director (Race & Equity)	1	Placeholder-job spec revisions
	Program Analyst II	1	Recruitment upon hiring of Director
City Attorney	Deputy City Attorney III	1	Filled
	Deputy City Attorney III	1	Filled
	Paralegal	1	Offer Extended
	Paralegal	1	Offer Extended
Police	"Crime Analysts"	2	Pending approval of new class
	Deputy Chief of Police (PERS)	1	Filled
	Internal Auditor III	2	Offer Extended
	Police Evidence Technician	2	Recruitment Open
	Police Officer Trainee	50	Continuous Recruitment
	Project Manager III (Internal Affairs)	1	Filled
Fire	Fire Protection Engineer	1	Pre-Recruitment Planning
Public Works	Engineer, Assistant II (Office)	4	Referred candidates
	Engineer, Civil (Office)	2	Referred candidates
	Gardener II	3	Pre-Recruitment Planning
	Maintenance Mechanic	1	Req authorized - referral pending
	Program Analyst III	1	On Hold Spec Revision
	Program Analyst III	1	Encumbered, linked to ELDE
	Program Analyst III	1	No action pending with HR
	Public Service Representative	1	Pre-Recruitment Planning
	Public Works Maintenance Worker	3	Dept. Interviews Scheduled
Street Maintenance Leader	1	Req approval in progress	
Finance	Accounting Technician	1	Pre-Recruitment Planning
	Buyer	1	Pre-Recruitment Planning
	Office Manager	1	Pre-Recruitment Planning
	Revenue Assistant	2	Pre-Recruitment Planning
	Tax Enforcement Officer II	3	Pre-Recruitment Planning
Human Services	Case Manager I	2	Req authorized - referral pending
	Case Manager II	2	Recruitment Open
	Program Analyst II	2	Pre-Recruitment Planning
Parks & Rec	Public Service Rep, Sr	1	Annoucement opened 10/5/15
Library	Library Asst, PPT	0.8	Filled
Planning & Building	Account Clerk II	1	Filled
	Business Analyst IV	1	Recruitment Open
	Exec Asst to the Director	1	Dept. Interviews Scheduled
	Inspection Services Manager	1	Pre-Recruitment Planning
	Office Assistant II	5	Dept. Interviews Scheduled
	Planner III	1	Dept. Interviews Scheduled
	Planner IV	1	Filled
	Planner IV	1	Req authorized - referral pending
	Process Coordinator II	2	Add/Delete in process for Planner
	Process Coordinator III	1	Req authorized - referral pending
Public Service Representative	1	Dept. Interviews Scheduled	
Economic & Workforce Dev	Program Analyst I, PPT	0.5	Pre-Recruitment Planning
	Real Estate Agent	1	Pre-Recruitment Planning
Housing & Community Dev	Accountant II	1	Pre-Recruitment Planning
	Administrative Assistant I	1	Pre-Recruitment Planning
	Home Management Counselor II	2	Req approvals in progress

*Department of Transportation Director position recruitment will be undertaken following the discussions regarding the structure of the department.

DEPARTMENT	TITLE	FTE	STATUS
CAO*	Administrative Assistant II	1	Req authorized - referral pending
	Intake Technician	1	Pre-Recruitment Planning
	Intake Technician	1	Pre-Recruitment Planning
	Public Service Rep, PPT	0.5	Req authorized - referral pending
	Public Service Representative	2	Referred candidates
	Executive Director (Race & Equity)	1	Placeholder-job spec revisions
	Program Analyst II	1	Recruitment upon hiring of Director
City Attorney	Deputy City Attorney III	1	Filled
	Deputy City Attorney III	1	Filled
	Paralegal	1	Offer Extended
	Paralegal	1	Offer Extended
Police	"Crime Analysts"	2	Pending approval of new class
	Deputy Chief of Police (PERS)	1	Filled
	Internal Auditor III	2	Offer Extended
	Police Evidence Technician	2	Recruitment Open
	Police Officer Trainee	50	Continuous Recruitment
	Project Manager III (Internal Affairs)	1	Filled
Fire	Fire Protection Engineer	1	Pre-Recruitment Planning
Public Works	Engineer, Assistant II (Office)	4	Referred candidates
	Engineer, Civil (Office)	2	Referred candidates
	Gardener II	3	Pre-Recruitment Planning
	Maintenance Mechanic	1	Req authorized - referral pending
	Program Analyst III	1	On Hold Spec Revision
	Program Analyst III	1	Encumbered, linked to ELDE
	Program Analyst III	1	No action pending with HR
	Public Service Representative	1	Pre-Recruitment Planning
	Public Works Maintenance Worker	3	Dept. Interviews Scheduled
Street Maintenance Leader	1	Req approval in progress	
Finance	Accounting Technician	1	Pre-Recruitment Planning
	Buyer	1	Pre-Recruitment Planning
	Office Manager	1	Pre-Recruitment Planning
	Revenue Assistant	2	Pre-Recruitment Planning
	Tax Enforcement Officer II	3	Pre-Recruitment Planning
Human Services	Case Manager I	2	Req authorized - referral pending
	Case Manager II	2	Recruitment Open
	Program Analyst II	2	Pre-Recruitment Planning
Parks & Rec	Public Service Rep, Sr	1	Annoucement opened 10/5/15
Library	Library Asst, PPT	0.8	Filled
Planning & Building	Account Clerk II	1	Filled
	Business Analyst IV	1	Recruitment Open
	Exec Asst to the Director	1	Dept. Interviews Scheduled
	Inspection Services Manager	1	Pre-Recruitment Planning
	Office Assistant II	5	Dept. Interviews Scheduled
	Planner III	1	Dept. Interviews Scheduled
	Planner IV	1	Filled
	Planner IV	1	Req authorized - referral pending
	Process Coordinator II	2	Add/Delete in process for Planner
	Process Coordinator III	1	Req authorized - referral pending
Public Service Representative	1	Dept. Interviews Scheduled	
Economic & Workforce Dev	Program Analyst I, PPT	0.5	Pre-Recruitment Planning
	Real Estate Agent	1	Pre-Recruitment Planning
Housing & Community Dev	Accountant II	1	Pre-Recruitment Planning
	Administrative Assistant I	1	Pre-Recruitment Planning
	Home Management Counselor II	2	Req approvals in progress

*Department of Transportation Director position recruitment will be undertaken following the discussions regarding the structure of the department.