

Memorandum

TO: Civil Service Board
FROM: Laura Hoffman Hordyk, Human Resources Director
DATE: 5/21/21
CC: Union
RE: Job Descriptions for Approval

This memorandum is for the three new job descriptions Duluth Public Schools is bringing before the Civil Service Board for approval. Both Duluth Public Schools and the National Conference of Firemen and Oilers District of Local 32BJ, SEIU (NCFO District) Chapter 956 have come to an agreement on these job descriptions. Duluth Public Schools is changing the current School Custodian II position into a new position, with three levels, titled School Custodian I, II, III. Duluth Public Schools is also changing the Maintenance Custodian position to Second Shift Engineer I. Duluth Public Schools is also changing the Fireperson II position to Second Shift Engineer II. We are also including the updated HVAC, Pool Custodian, Engineer I, II, III and IV job descriptions for approval.

Old Job Description Title	New Job Description Title
School Custodian II	School Custodian I/II/III
Maintenance Custodian	Second Shift Engineer I
Fireperson II	Second Shift Engineer II
Old Pool Custodian	Updated Pool Custodian
Old Engineer I/II/III/IV	Updated Engineer I/II/III/IV

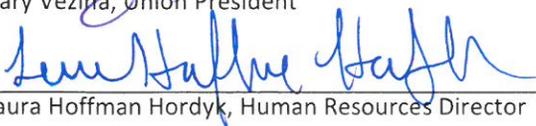
Please contact me at 218-336-8721 if you have any questions.



 Gary Vezina, Union President



 Jason LeDoux, Union Secretary



 Laura Hoffman Hordyk, Human Resources Director