



Legislation Text

File #: 23-0540R, **Version:** 1

RESOLUTION APPROVING PROPOSED AMENDMENTS TO THE SPECIFICATIONS FOR THE EXISTING CIVIL SERVICE CLASSIFICATION OF PERMITTING SERVICES LEADWORKER INCLUDING A TITLE CHANGE TO PERMITTING SERVICES ADMINISTRATOR, AND SPECIFYING CONTRACT BENEFITS FOR SAME.

CITY PROPOSAL:

RESOLVED, that the proposed amendments to the specifications for the existing civil service classification of permitting services leadworker, including a title change to permitting services administrator (attached as Exhibit A), which were approved by the civil service board on May 16, 2023, are approved. This classification shall remain subject to the city's collective bargaining agreement with its basic unit employees; and that pay range for said classification shall change to Range 35, pay rate of \$70,592 to \$83,216 per year, from Range 32, pay rate of \$62,642 to \$73,529 per year.

STATEMENT OF PURPOSE: Human resources is currently undertaking a job description revision project for all existing job descriptions that were last revised more than 10 years ago. The intention of the project is to ensure that all city job descriptions are in a uniform format, using standard language for job requirements; the review also allows HR to remove any outdated verbiage and make sure that content related to technology or equipment is current. The existing classification of permitting services leadworker has been revised, including a title change to permitting services administrator, as part of the job description review project. The pay range negotiated for this classification is Range 35, pay rate of \$70,592 to \$83,216 per year. This is a change from Range 32, pay rate of \$62,642 to \$73,529 per year.