

Memorandum

TO: Civil Service Commission

FROM: Jennifer Schembri

**SUBJECT: AMENDMENTS TO THE
CLASSIFICATION PLAN**

DATE: April 26, 2022

Section 3.04.520 of the Civil Service Rules states that when the Director of Human Resources revises or amends the City's classification plan, he/she shall file a written copy of each revision with the Commission at or before the next regular meeting of the Commission. The following are revisions to the classification plan that have been made since the last meeting of the Commission.

1. New Class Specifications

- a) Police Communications Specialist FT/PT (8515/8535)
- b) Police Radio Dispatcher FT/PT (8574/8575)
- c) Police Radio Dispatcher Trainee FT (8571)
- d) Senior Police Dispatcher FT/PT (8576/8577)
- e) Supervising Police Dispatcher (8578)

2. Revisions of Class Specifications

- a) Airport Operations Supervisor I/II/III (3524/3527/3528)
- b) Airport Operations Superintendent I/II (3525/3532)
- c) Senior Airport Operations Specialist I FT/PT (3514/3515) II/III FT (3516/3518)
- d) Airport Operations Manager (3526/3534)
- e) School Crossing Guard (2441)
- f) Rides and Attractions Safety Coordinator (6175)
- g) Public Safety Radio Dispatcher Trainee FT (8532)
- h) Supervising Public Safety Dispatcher (8512)
- i) Senior Public Safety Dispatcher FT/PT (8513/8533)
- j) Public Safety Radio Dispatcher FT/PT (8514/8534)



Jennifer Schembri
Director of the City Manager's Office of Employee Relations
Director of Human Resources

Attachments:

Police Communications Specialist
Police Radio Dispatcher

Police Radio Dispatcher Trainee
Senior Police Radio Dispatcher
Supervising Police Dispatcher
Airport Operations Supervisor I/II/III
Airport Operations Superintendent I/I
Senior Airport Operations Specialist I/II/III
Airport Operations Manager I/II
School Crossing Guard
Rides and Attractions Safety Coordinator
Public Safety Radio Dispatcher Trainee FT
Supervising Public Safety Dispatcher
Senior Public Safety Dispatcher FT/PT
Public Safety Radio Dispatcher FT/PT