



**Municipal Civil Service Commission
Columbus, Ohio**

**2002
Annual Report**



Michael B. Coleman, Mayor

**Priscilla R. Tyson, President
Grady L. Pettigrew, Jr., Member**

Barbara Gates McGrath, Executive Director





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The Columbus Covenant

Vision:

To be the best city in the nation in which to live, work,
and raise a family.

Mission:

To provide leadership that will inspire: high standards of excellence in the delivery of city services; a spirit of cooperation, pride and responsibility to achieve strong, safe and healthy neighborhoods; and, a shared economic prosperity and enhanced quality of life. We undertake this mission believing and knowing that we can make a difference for future generations.

Principles of Progress:

Prepare city for the next generation
Promote a diverse and vibrant economy that offers everyone
An opportunity to share in our prosperity
Deliver measurable, quality public services and results to our
residents
Advance our neighborhoods
Challenge ourselves to realize our city's promise and
potential



The Columbus Covenant

Goals:

- Customer Service: provide quality and efficient service delivery to customers using “best practices”
- Neighborhoods: engage and promote strong, distinct, and vibrant neighborhoods
- Safety: enhance the delivery of safety services
- Economic Development and Technology: provide an atmosphere that promotes job creation and economic growth in existing and emerging industries
- Education: encourage and promote participation in learning opportunities
- Downtown Development: develop a vibrant and thriving downtown that is recognized as an asset for the region
- Peak Performance: invest in all city employees and develop systems that support a high-performing city government



Civil Service Commission Philosophy

The Commission recognizes that the manner in which government conducts its business affects the quality of life for every citizen.

Our first responsibility is to the citizens of Columbus to ensure the City work force is of the highest caliber. Our next responsibility is to City employees, operating agencies and others who use our services.

In fulfilling our responsibilities, our actions must reflect a spirit of cooperation, a mutual respect for those we serve and the highest ethical standard and level of integrity.

Commission staff will provide quality services and accurate information in a timely, efficient and courteous manner.

In addition, we will be responsive to issues of fairness, equal access and changing organizational and public needs, while upholding merit system principles.

The Civil Service Commission will foster an environment in which employees are encouraged to think creatively, and are treated fairly and with respect. Employees shall be recognized for their efforts and compensated fairly for their contributions.

In working together, we recognize and respect that we are individuals with diverse talents dedicated to achievement of a common goal.

As Commission employees, we will fulfill our responsibilities in a manner that reflects favorably upon the Commission and the City of Columbus.



Civil Service Commission Mission

The Civil Service Commission is committed
to providing a quality work force
for the City of Columbus
based upon merit system principles.

Through our collective knowledge and experience,
we strive for efficiency and consistency
in the application of the
Commission's rules and policies.

We are dedicated to improving the services
we provide by anticipating employment trends,
by listening to the needs of the operating agencies
and by responding accordingly.



2002 Report To Columbus City Council

The Columbus Covenant identifies peak performance as one of its seven goals. The Civil Service Commission plays an integral role in helping the City achieve the peak performance goal for its 8,000+ employees. City employees serve the public in a wide variety of jobs, such as sewer maintenance workers, police officers, recreation leaders, tree trimmers and water meter readers. Other City employees work in jobs that are less visible but provide important services, like customer service representatives and water plant operators. Still other employees provide the support that keeps the front-line workers moving. These jobs include computer operators, automobile mechanics, storekeepers and accountants. For about 97 percent of all City jobs, the Civil Service Commission reviews and assesses the qualifications of applicants to help ensure they are capable of delivering quality services to the public. The more competent the workforce, the greater the quantity and quality of services that can be provided to the public with the same tax dollars.

Applicant Testing

One of the primary ways the Commission supports the peak performance goal is to administer the City's competitive testing system. For approximately 75 percent of all City jobs, the Commission staff develops and administers exams designed to measure important knowledge, skills and abilities needed for successful job performance. Applicants then compete by demonstrating their qualifications through performance tests, written tests, training and experience assessments and other ways. This system guarantees the public access to City jobs and ensures tax dollars are spent hiring highly, rather than marginally, qualified employees.

Although the Commission is a quasi-regulatory agency, the mission of the Commission is to provide a quality workforce while being responsive to the needs of the operating agencies. To do this successfully requires a customer service orientation. As it relates to the testing system, the Commission has implemented convenient policies that allow both the operating agencies and applicants more flexibility. These testing policies are possible due to the Commission's two testing centers, the downtown center located at the Commission offices and the large-scale testing center located in the City's Piedmont facility.

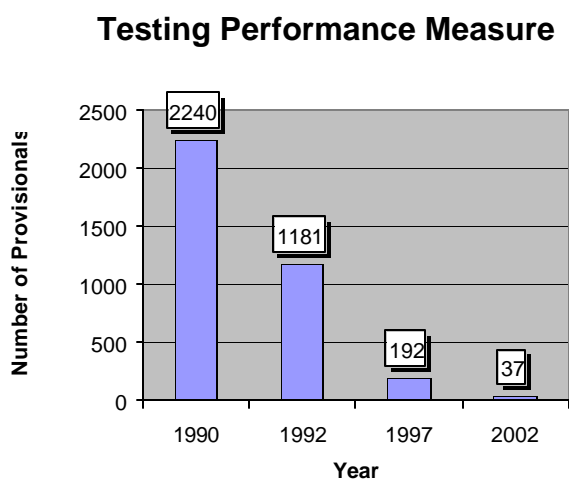
In years past, the common practice was to give a test for a job once every two years. Once on an eligibility list, applicants might then wait up to two years before being interviewed for a vacancy. The current practice for most jobs is to conduct a test whenever there is a vacancy. This practice provides better service to applicants who are not wasting time testing when there are no vacancies. It provides better service to the departments as they can recruit from the current labor pool. The overall result of the testing system and these policies is that the City can more easily hire the highest qualified applicants available to serve the public and meet its peak performance goal.

Recruitment

The City's primary recruitment tool is an automated job interest database. This service can be utilized over the Internet at the Commission's website, by mail or in person at the Commission offices. A potential applicant can indicate an interest in a particular job and when the City is taking applications for that job, the applicant receives a notification to apply. During 2002, 46 percent of those using this service filed their information using the Internet. The Commission website also provides potential applicants comprehensive access to City of Columbus job information, including current vacancies, job descriptions, qualification requirements and salary information. During 2002, the Commission received about 4,600 job interest forms that triggered the mailing of over 8,000 notices of job vacancies or testing opportunities to potential applicants. A total of over 10,000 applications for City jobs were filed with the Commission during the year.

Testing Results

During 2002, tests were completed for 91 competitive classes, including 12 promotional exams. For positions filled on a noncompetitive basis, in addition to conducting



qualification reviews, the Commission administered 2 qualifying exams. A total of 398 noncompetitive certification lists were issued with 729 names being certified for 653 openings.

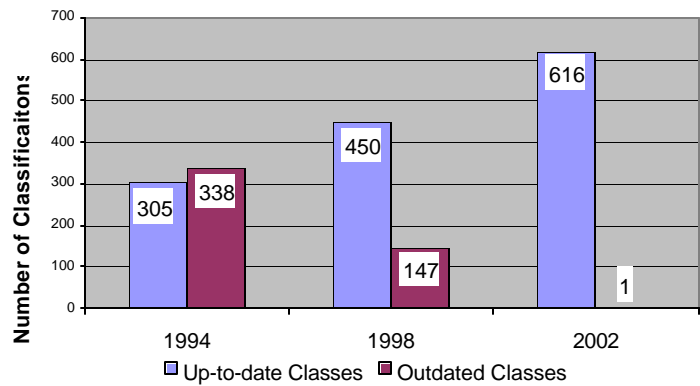
At the end of 2002, less than 1 percent of all full-time City employees held provisional status in their current job classification. The number of full-time provisional employees dropped from 2,240 in 1990 down to 37 in 2002, a 98 percent reduction.

Class Plan Maintenance

The Civil Service Commission maintains the City's class plan to provide a sound structural framework for all personnel actions, including an equitable compensation plan. In 1993 the Commission adopted a five-year review standard for City job classes. This means that if the Commission, during the preceding five years, reviewed all the City job classifications, the class plan would be considered up-to-date. Regular class plan reviews and revisions are necessary to make the classifications consistent with ever-changing technology and the needs of the City agencies.

During 2002, the Commission took action on 202 job classifications, including 139 revisions, 15 creations, 10 abolishments, 1 merger, 24 reviews and 13 hiring moratoriums. These efforts bring the total number of classes in the City's class plan to 620. Further, 99 percent of the City's classes were current at year-end using the five-year standard.

Class Plan Performance Measure



Related to its classification responsibilities, the Commission also conducts job audits. The purpose of these audits is to ensure that City employees are performing the duties for which they were hired and are being compensated. During 2002, the staff completed 26 job audits. Twelve of the audits resulted in no job class change; 4 resulted in downward reallocations, 6 resulted in lateral reallocations and 4 resulted in upward reallocations or had work of a lower class reassigned.

Payroll and Personnel Actions

Another City Charter responsibility conferred upon the Commission is the monitoring and certification of the entire bi-weekly City payroll. This means that no City employee can be paid until the Commission certifies that the individual was hired and continues to be employed in accordance with the Charter and Civil Service Commission Rules. The monitoring process includes verifying personnel transactions such as appointments, changes in pay status, leaves of absences and residency. During 2002, the Commission processed an average of 1,260 transactions per month before the payrolls were certified as correct and paychecks issued.

Over the course of the year, the City hired 817 new employees, 337 in full-time and 480 in part-time positions. A total of 366 City employees received upgrades or promotions during the year. Employee separations totaled 577, which included 390 resignations and 148 retirements.

Columbus Public Schools

In addition to overseeing the classified service of the City, the Ohio Revised Code provides that the Commission oversees the approximately 2,800 employees in the classified service of the Columbus Board of Education. As of December, there were 176 job classes in the Columbus Public Schools' class plan. During the course of the year, the Commission took 15 class plan actions, including 3 creations and 12 revisions. Additionally, the classified



personnel department of the School Board conducted 173 test administrations including 121 entrance and 52 promotional exams.

Civil Service Commissioners

The City Charter provides that the Mayor, with the approval of City Council, appoint the three Civil Service Commissioners. It is their responsibility to establish the rules that govern the selection, classification, promotion and termination of the classified employees of the City of Columbus and the Columbus Public Schools. During 2002 the Commission ruled on applicant appeals, heard employee disciplinary appeals, amended Commission Rules and Regulations and responded to personnel requests from department directors, elected City officials and the school board.

Throughout 2002, the full Commission held 15 public meetings, including 12 regular meetings and 3 special meetings. Additionally, 1 Commissioner and 2 Civil Service staff members held 5 trial board sessions to hear disciplinary appeals. On 3 occasions, a Commission staff member served as a hearing officer to investigate violations of the City's residency requirement or other matters.

With respect to the Commission's docket, a total of 25 disciplinary appeals and 18 non-disciplinary appeals were filed during the year. The Commission ruled on 15 disciplinary and 17 non-disciplinary appeals. Additionally during the year applicants removed from eligibility lists as a result of background checks filed 185 new requests for administrative reviews. The Commission ruled on 186 administrative reviews, reinstating 53 applicants and denying 133 requests.

Civil Service Commissioners:

Priscilla R. Tyson, President

(Reappointed 1998, term expires 2004.)

Elliot Fishman, Member

(Appointed March 11, 2002 for term to expire 2008; resigned May 31, 2002.)

Grady L. Pettigrew, III, Member

(Appointed 2000, term expires 2006.)



2001-2002 Expenditure Comparison

Appendix A

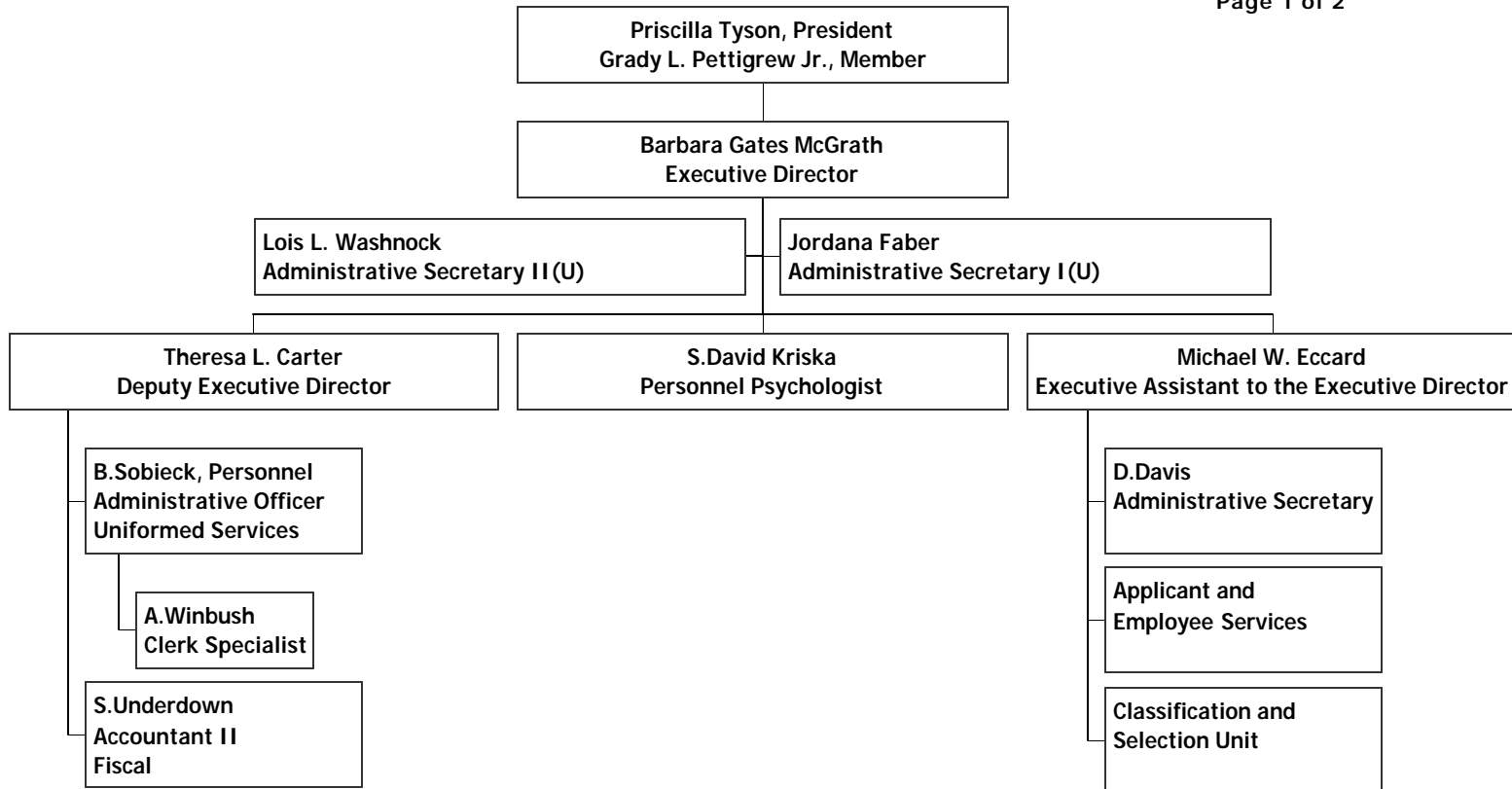
Expenditures by Object Level One and OCA		2001	2002
Object Level 01 - Personnel			
270108	Administration	\$571,956	\$493,871
270165	Classification & Testing-Sworn Employees	888,766	1,026,293
270181	Classification & Testing-Civilian Employees	763,571	759,378
270157	Information Systems	443,682	450,609
	Total	\$2,667,975	\$2,730,151
Object Level 02 - Office Materials & Supplies			
270108	Administration	\$16,817	\$9,907
270165	Classification & Testing-Sworn Employees	4,746	8,672
270181	Classification & Testing-Civilian Employees	10	88
270157	Information Systems	5,751	4,609
	Total	\$27,324	\$23,276
Object Level 03 - Services & Maintenance			
270108	Administration	\$76,237	\$73,766
270165	Classification & Testing-Sworn Employees	237,539	138,258
270181	Classification & Testing-Civilian Employees	3,205	207
270157	Information Systems	52,243	135
	Total	\$369,224	\$212,366
Object Level 05 - Other Expenditures			
270108	Administration	\$0	\$0
270165	Classification & Testing-Sworn Employees	0	0
270181	Classification & Testing-Civilian Employees	0	0
270157	Information Systems	0	0
	Total	\$0	\$0
Object Level 06 - Furniture & Equipment			
270108	Administration	\$19,055	\$0
270165	Classification & Testing-Sworn Employees	149,859	0
270181	Classification & Testing-Civilian Employees	5,586	0
270157	Information Systems	889	0
	Total	175,389	\$0
	Total Expenditures	\$3,239,912	\$2,965,793
Summary - Expenditures by Unit			
	Administration	\$684,065	\$577,544
	Classification & Testing-Sworn Employees	1,280,910	1,173,223
	Classification & Testing-Civilian Employees	772,372	759,673
	Information Systems	502,565	455,353
	Total Expenditures	\$3,239,912	\$2,965,793



CIVIL SERVICE COMMISSION - TABLE OF ORGANIZATION

Effective 12/31/2002

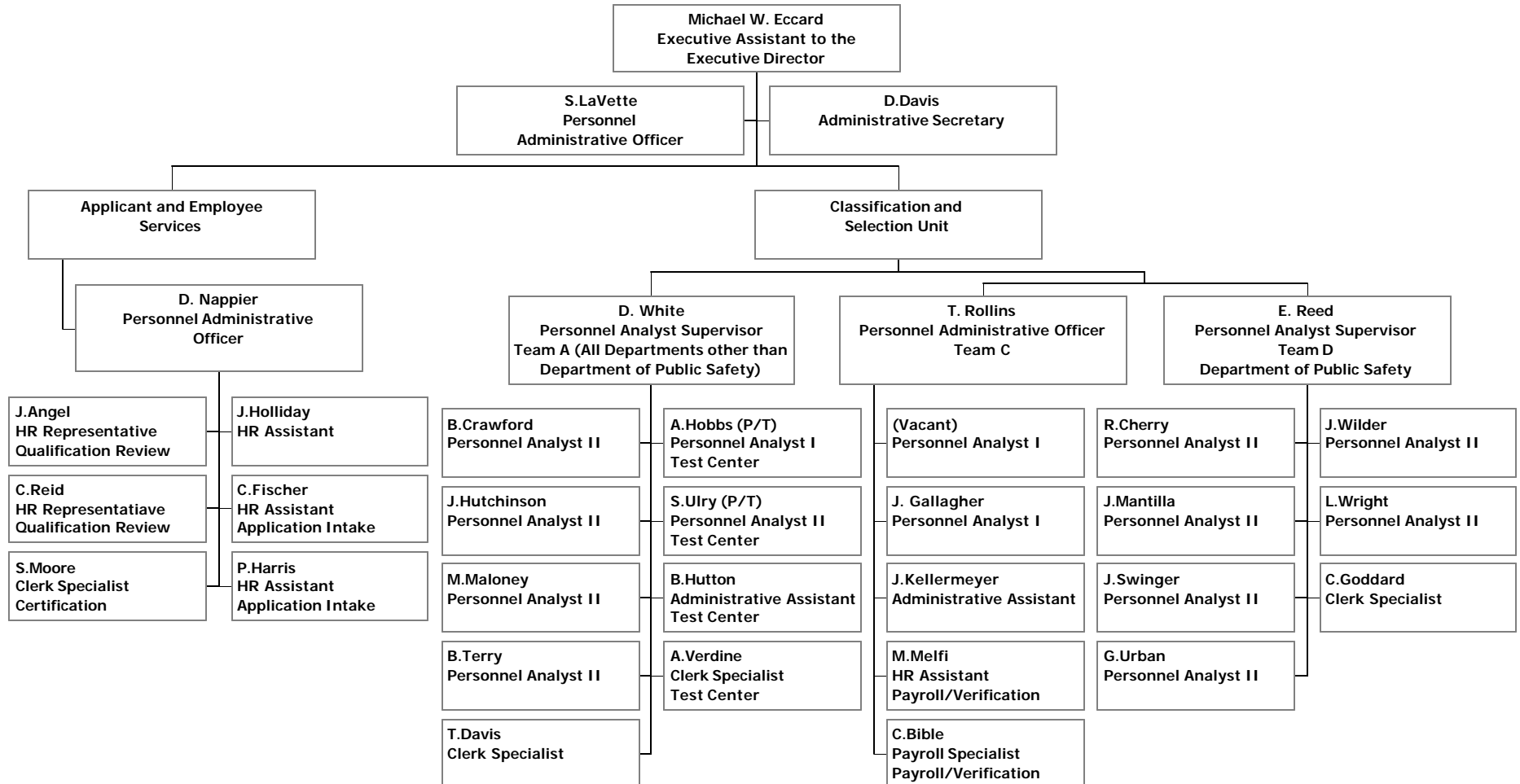
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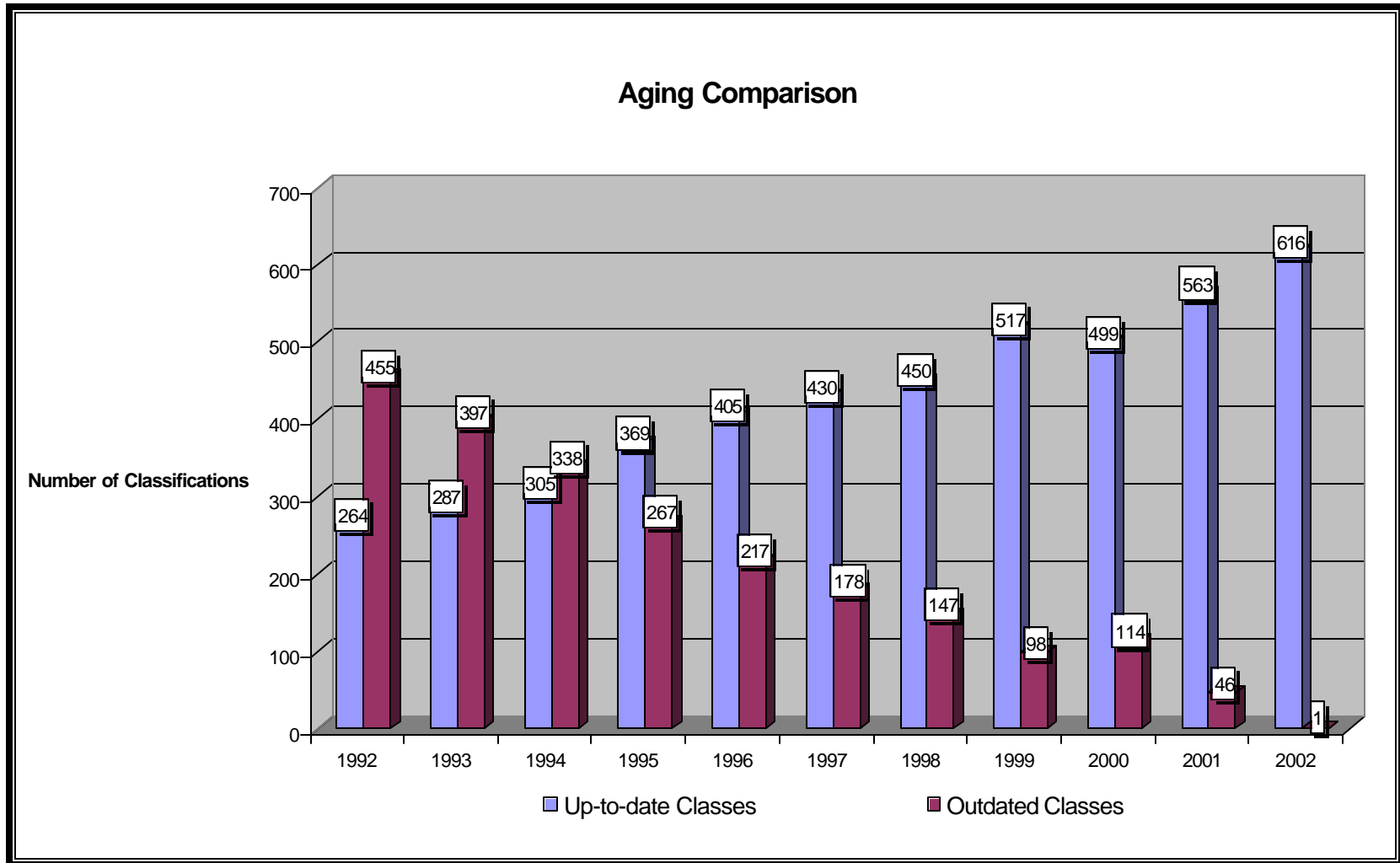
CIVIL SERVICE COMMISSION – TABLE OF ORGANIZATION

Effective 12/31/2002
Page 2 of 2



2002 Class Plan Status Report

Appendix C





2002 Classification Actions

Appendix D

New Classifications

	<u>Class Code</u>
Assistant Chief Building Official	0176
Data Base Administrator	0572
Desktop Support Technician	0552
Equal Business Opportunity Specialist I	0806
Executive Secretary I (U)	0822
Executive Secretary II (U)	0823
Financial Management Administrator	0142
Geographic Information System (GIS) Technician	0545
Information Technology Account Manager	0603
Information Technology Security Officer	0599
Latent Print Supervisor	3011
Security Specialist Supervisor	3539
Senior Project Manager	0071
Technical Support Analyst	0553
Traffic Line Supervisor II	4029

Classifications Revised/Retitled

	<u>Class Code</u>
Accountant I	1234
Accountant II	1235
Accountant III	1236
Accountant IV (Auditor)	0227
Administrative Analyst I	0779
Administrative Analyst II	0780
Administrative Secretary	0773
Administrative Secretary I (U)	0820
Advanced Practice Registered Nurse	1679
Automotive Mechanic Supervisor II	3457
Automotive Parts Keeper	1350
Building Inspection Manager	1771
Building Inspection Specialist	1773
Building Inspection Supervisor	1770
Building Inspector I	1768
Building Maintenance Electrician	3486
Building Maintenance Manager	3497
Building Maintenance Supervisor I	3495
Building Maintenance Supervisor II	3496
Building Plans Examiner III	1117
Business Development Specialist	2000
Cable Worker Supervisor I	3557
Chief Technology Officer (U)	0100
City Forester	1530



City Locksmith	3507
Community Dental Program Manager	0254
Computer Operator II	0539
Construction Inspector II (Civil)	1020
Construction Material Analysis Coordinator	1024
Criminal Intelligence Analyst	0842
Custodial Supervisor	3529
Customer Relations Manager	0437
Customer Relations Supervisor	0436
Dental Assistant	1578
Dentist	1596
Development Project Coordinator (Research)	2028
Development Technician (Mobile Tool/Paint)	2039
Dietetic Technician	1486
Dietitian	1482
Dietitian Supervisor	1484
Electric Metering Supervisor I	3618
Electricity Distribution Manager	3582
Emergency Medical Services (EMS) Coordinator	1672
Equal Business Opportunity Specialist	0805
Facilities Operations Manager	0296
Fingerprint Technician Trainee	3012
Fire Assistant Chief	3086
Fiscal Manager	1253
Fleet Coordinator	3454
Garage Attendant	3744
GIS Applications Manager	0242
Golf Course Maintenance Supervisor	3713
Golf Courses Maintenance Manager	3714
Help Desk Representative	0544
Industrial Hygienist	1847
Keep Columbus Beautiful Coordinator	0751
Laboratory Assistant	1971
Latent Print Examiner	3010
Maintenance Carpenter Supervisor I	3516
Maintenance Plumber	3911
Medical Assistant	1615
Medical Technologist Supervisor	1959
Nutrition Assistant	1480
Paramedic Instructor	1626
Parking Meter Repairer Supervisor	3785
Parking Regulations Attendant	3022
Parks Maintenance Manager	3778
Parks Maintenance Supervisor I	3722



Parks Maintenance Supervisor II	3773
Parks Maintenance Worker	3770
Parks Planning and Design Manager	1203
Personnel Administrative Officer	0898
Personnel Analyst I	0900
Personnel Analyst Supervisor	0903
Personnel Psychologist	0918
Pipeline Locator	4055
Police Commander	3060
Plant Maintenance Electrician	3799
Plant Maintenance Electrician Supervisor	3800
Police Communications Technician Supervisor	3005
Police Deputy Chief	3062
Police Property Clerk	1345
Power Line Worker I	3566
Power Line Worker II	3567
Power Line Worker Supervisor I	3568
Power Line Worker Supervisor II	3569
Power Line/Cable Worker Trainee	3565
Property Maintenance Inspection Manager	1792
Property Maintenance Inspection Specialist	1793
Property Maintenance Inspection Supervisor	1796
Property Maintenance Inspector	1790
Public Health Administrator (Clinical and Prevention Services)	0262
Public Health Administrator (Health Assessment, Planning and Promotion)	0263
Public Health Administrator (Home Care and Hospice)	1653
Public Health Administrator (Infectious Diseases)	0255
Public Health Assistant Commissioner (Environmental Health)	0258
Public Health Assistant Commissioner (Medical Services)	0256
Public Health Program Manager IV	1742
Risk Manager	0276
Security Specialist	3538
Sewer Maintenance Supervisor I	3968
Sewer Maintenance Worker	3967
Sign Painter-Fabricator	4013
Storekeeper II	1329
Storekeeper III	1330
Street Light Engineering Coordinator	1135
Street Maintenance Investigator	1002
Substation Maintenance Supervisor	3596
Surveyor	1016
Surveyor Manager	1040
Trades Helper Electrical	3549
Traffic Line Worker Supervisor	4026



Traffic Maintenance Assistant Manager	4028
Traffic Maintenance Manager	4032
Traffic Maintenance Supervisor I	4018
Traffic Maintenance Worker	4015
Traffic Paint and Sign Worker	4016
Traffic Sign Shop Supervisor	4010
Tree Trimmer	3760
Tree Trimmer Supervisor	3761
Wastewater Chemist I	1928
Wastewater Chemist III	1930
Wastewater Plant Assistant Manager	1158
Wastewater Plant Manager	1159
Wastewater Plant Operator	3873
Wastewater Plants Coordinator	1160
Watcher	3538
Water Customer Services Coordinator	0865
Water Maintenance Supervisor I	4040
Water Maintenance Supervisor II	4041
Water Plant Attendant	3886
Water Plant Manager	1170
Water Plant Operations Manager	1169
Water Plant Operator I	3881
Water Research Laboratory Manager	1937
Water Supply and Treatment Coordinator	1165
Watershed Operations Manager	1873
Watershed Ranger I	1871
Watershed Ranger II	1872

Classifications Abolished

Class Code

Community Training Specialist	2046
Construction Inspection Division Administrator	0201
Crime Prevention Program Coordinator	3107
Engineering and Construction Division Administrator	0155
Engineering and Construction Division Assistant Administrator	0156
Equal Employment Opportunity Officer (Public Safety)	0801
Public Health Assistant Administrator (Ambulatory Services)	0260
Trade and Development Administrator	0334
Traffic Engineering Assistant Superintendent	0199
Traffic Engineering Superintendent	0198

AFSCME Classifications Merged into Other Classes

Class Code

Storekeeper I	1328
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Classifications with Hiring Moratoriums

	<u>Class Code</u>
Administrative Secretary (Health)	0490
Administrative Secretary II (U)	0821
Commission Secretary (U)	0497
Custodial Training Instructor	3532
Data Communications Specialist I	3640
Data Communications Specialist II	3641
Development Land Use Specialist	2084
Electrical Switchboard Operator	3588
Electrical Switchboard Operator Trainee	3587
Lamp Servicer	3616
Research Analyst Specialist	2083
Traffic Maintenance Assistant Manager	4028
Water Customer Service Assistant Coordinator	0864

Classifications Reviewed with No Changes

	<u>Class Code</u>
Administrative Assistant	0774
Architect	1215
Cashier I	1295
Clerk I	0430
Data Entry Operator	0554
Data Processing Operations Assistant	0535
Fingerprint Technician II	3014
Fleet Management Division Administrator	0272
Messenger	0450
Payroll Clerk I	1290
Payroll Clerk II	1291
Polygraphist	3016
Power Line Troubleshooter	3576
Public Health Occupational Therapist	1756
Public Health Physical Therapist	1752
Public Health Speech/Language Pathologist	1760
Public Health Therapy Assistant	1754
Sealer of Weights and Measures	0287
Student Intern II	0782
Student Intern III	0788
Surveyor-in-Training	1015
Wastewater Soil Applications Coordinator	0769
Water Maintenance Worker	4039
Weights and Measures Inspector	1886



Summary

New Classifications	15
Revised/Retitled Classifications	139
Abolished Classifications	10
AFSCME Classes Merged into Other Classes	1
Hiring Moratoriums	13
Review/No Change	<u>24</u>
Total	202



2002 Job Audit Results

Appendix E

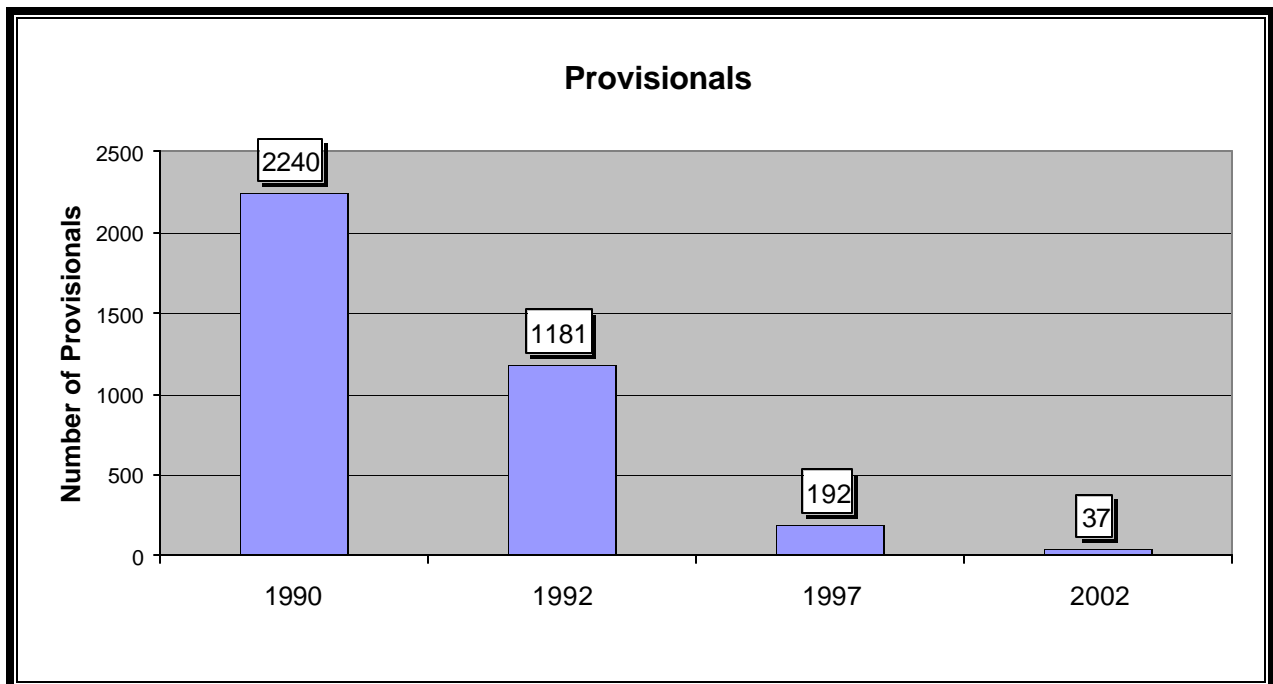
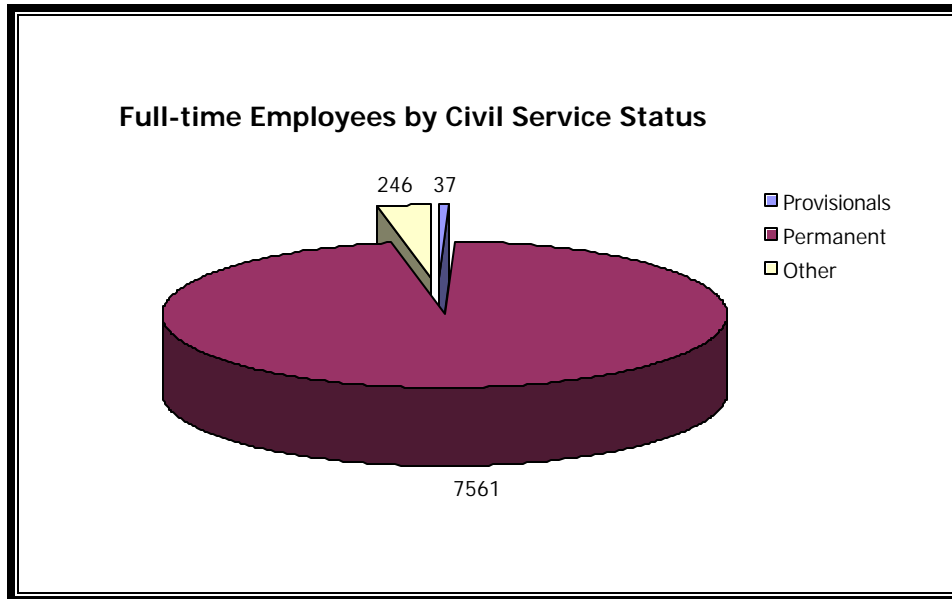
<u>Class Title</u>	<u>Department</u>	<u># of Positions</u>	<u>Result</u>
Building Maintenance Worker	Public Service	7	No Change
Clerk II	Recreation and Parks	1	No Change
Construction Inspector I (Civil)	Public Utilities	2	Lateral
Engineering Associate II	Public Utilities	1	Upward
Human Resources Representative	Public Service	1	Lateral
Payroll Clerk II	Recreation and Parks	1	Upward
Plant Maintenance Electrician Supervisor	Public Utilities	2	Rescinded
Public Health Program Manager I	Public Health	1	No Change
Recreation and Parks Aide (Seasonal)	Recreation and Parks	1	Upward
Refuse Container Assembler & Repairer	Public Service	1	Lateral
Research Analyst	Development	4	Downward
Senior Storekeeper	Public Utilities	1	No Change
Sign Painter Fabricator	Recreation and Parks	1	No Change
Storekeeper III	Public Utilities	1	No Change
Typist Clerk	Public Utilities	1	Lateral
Typist Clerk	Public Safety	1	Lateral
Word Processing Specialist	Public Safety	1	Upward

Summary:

No Change	12
Upward Reallocation	4
Rescinded	2
Lateral Reallocation	6
Downward Reallocation	4
 Total	 28

2001 Testing Status Report

Appendix F





2002 Examination Summary

Appendix G

<u>Examination</u>	<u>Number Examinations Completed</u>	<u>Number Applications Filed</u>	<u>Number Applications Rejected</u>	<u>Number Applicants Failed to Appear For Exam</u>	<u>Number Applicants Passed</u>	<u>Number Applicants Failed</u>
OPEN COMPETITIVE:						
Nonuniformed	77	4665	860	1116	1751	938
Uniformed	2	4543	516	2024	813	1190
Total	79	9208	1376	3140	2564	2128
PROMOTIONAL:						
Nonuniformed	8	40	4	5	25	6
Uniformed	4	106	1	42	46	17
Total	12	146	5	47	71	23
NONCOMPETITIVE:						
Qualifying	2	84	39	7	23	15
TOTAL	93	9438 *	1420	3194	2658	2166
SPECIAL RECRUITMENT:						
	30	46	0	2	33	11
GRAND TOTAL	123	9484	1420	3196	2691	2177

*Includes 10 applications for 1 test started in 2001. Does not include 3252 applications for 5 tests started in 2002 and 20 applications for 1 test that was cancelled.



2002 EEO Report

Appendix H

	CERTIFIED*						TOTAL	APPOINTED*						TOTAL
	BLACK MALE	WHITE MALE	OTHER MALE	BLACK FEMALE	WHITE FEMALE	OTHER FEMALE		BLACK MALE	WHITE MALE	OTHER MALE	BLACK FEMALE	WHITE FEMALE	OTHER FEMALE	
JANUARY	69	92	2	20	44	0	227	16	36	0	5	12	0	69
FEBRUARY	44	86	6	46	87	6	275	6	16	0	4	16	0	42
MARCH	80	201	18	113	201	18	631	13	42	1	5	19	0	80
APRIL	62	179	13	87	157	11	509	14	35	0	14	14	0	77
MAY	141	296	27	105	169	5	743	31	42	1	33	39	2	148
JUNE	92	153	11	81	97	5	439	50	40	3	36	35	1	165
JULY	57	127	5	44	114	4	351	13	26	0	9	27	1	76
AUGUST	80	134	11	150	274	12	661	7	16	0	8	16	0	47
SEPTEMBER	33	67	7	110	187	8	412	13	10	1	13	10	1	48
OCTOBER	106	181	15	61	101	4	468	21	21	0	13	8	0	63
NOVEMBER	32	107	6	8	39	3	195	2	9	0	4	11	0	26
DECEMBER	18	58	4	8	37	1	126	8	15	0	1	3	0	27
TOTAL	814	1681	125	833	1507	77	5037	194	308	6	145	210	5	868

*These figures include all competitive, noncompetitive and qualifying noncompetitive certifications issued in 2001 or 2002 and filled in 2002.



2002 Employee Appointment/Separation Summary

Appendix I

Employee Appointments			
Type of Appointment	Full-time	Part-time	Total
New City Employees	337	480	817
Employee Upgrades and Promotions	315	51	366
Transfers (to a like classes between City departments and divisions)	575	32	607
Transfers (to a different class between City departments and divisions)	36	3	39
Voluntary Demotions	8	0	8
Involuntary Demotions	0	0	0
Total	1271	566	1837

Employee Separations			
Type Of Separation	Full-time	Part-time	Total
Retirement	147	1	148
Resignation	164	226	390
Layoff	0	0	0
Probationary Termination	11	3	14
Discharge	12	1	13
Deceased	11	1	12
Total	345	232	577



2002 Commission Docket Summary

Appendix J

Filings			
Category	City of Columbus	Columbus Public Schools	Total
Disciplinary Appeals			
Suspensions	4	2	6
Demotions	0	0	0
Discharges	3	15	18
Miscellaneous	0	1	1
Subtotal	7	18	25
Nondisciplinary Appeals	12	6	18
Total	19	24	43
Dispositions			
Category	City of Columbus	Columbus Public Schools	Total
Disciplinary Appeals			
Full Commission Disciplinary Hearings	2	0	2
Trial Board Hearings	0	5	5
Other	3	4	7
Subtotal	5	9	14
Nondisciplinary Appeals	12	5	17
Total	17	14	31



2002 Commission Decisions

Appendix K

Trial Board Hearings

1. Intervention Aide, Columbus Public Schools, appealed a discharge. The Trial Board hearing was held on April 15, 2002. The Trial Board recommended that the Commission modify the level of discipline imposed, from a discharge to a ten (10) day suspension. On June 24, 2002, the Commission adopted the recommendation of the Trial Board and modified the decision of the appointing authority.
2. Bus Driver, Columbus Public Schools, appealed a discharge. The Trial Board hearing was convened May 6, 2002, at which time the parties informed the Commission that they had reached a settlement agreement and requested to withdraw the appeal. On August 26, 2002, the Commission accepted the withdrawal of the appeal.
3. Intervention Aide, Columbus Public Schools, appealed a discharge. The Trial Board hearing was held July 15, 2002, at which time the parties informed the Commission that they had reached a settlement agreement and requested to withdraw the appeal. On August 26, 2002, the Commission accepted the withdrawal of the appeal.
4. Bus Driver, Columbus Public Schools, appealed a discharge. The Trial Board hearing was held October 7, 2002. The Trial Board recommended that the Commission dismiss the appeal because the appellant did not appear for the Trial Board Hearing. On October 28, 2002, the Commission adopted the recommendation of the Trial Board and the appeal was dismissed.
5. Custodian II, Columbus Public Schools, appealed a discharge. The Trial Board hearing was held November 11, 2002. The Trial Board recommended that the Commission affirm the action of the appointing authority. On November 18, 2002, the Commission adopted the recommendation of the Trial Board and affirmed the decision of the appointing authority.



Commission Hearings

1. Police Officer, Department of Public Safety, Division of Police, appealed a 120-hour suspension. The Commission Hearing was held on January 28, 2002 and on May 28, 2002, and the Commission modified the action of the appointing authority to a 40-hour suspension.
2. Police Officer, Department of Public Safety, Division of Police, appealed a 120-hour suspension. The Commission Hearing was held on May 20, 2002, and the Commission modified the action of the appointing authority to a written reprimand.

Residency Hearings

1. Police Property Clerk, Department of Public Safety, Division of Police, reported an address that did not appear to meet the residency requirement. The hearing was held on January 31, 2002, and the Hearing Officer recommended that the employee be found in compliance. On February 25, 2002, the Commission adopted the recommendation of the hearing officer.
2. Health Education Program Planner, Department of Health, reported an address that did not meet the residency requirement. Prior to the scheduled hearing, the employee contacted the Commission to report that her reported address was a temporary living situation while she was going through a divorce, and that she would be moving back into the approved residency area prior to the scheduled hearing. The employee requested and received permission to submit documentation on her new address in lieu of appearing for the hearing. The hearing officer reviewed the submitted documentation and found the employee to be in compliance. On August 26, 2002, the Commission adopted the recommendation of the hearing officer.



Investigative Hearings

1. Fingerprint Technician II examination. Allegations that one or more candidates falsified their experience on the Training & Experience portion of the examination was brought to the attention of the Civil Service Commission staff. A hearing was held on September 26, 2002, December 11, 2002 and January 9, 2003. Based upon the testimony, the Commission Hearing Officer recommended that one candidate be removed from the Fingerprint Technician II eligible list and barred from taking any City of Columbus Civil Service examinations for a period of 12 months, pursuant to Commission Rule XX(B). On October 28, 2002, the Commission adopted the recommendation of the hearing officer.



**2002 Commission Decisions on
Background Administrative Reviews**

Appendix L

Filings	
Category	Total
Firefighter:	
Pre-test	38
Post-test	8
Police Officer:	
Pre-test	30
Post-test	91
Others:	
Police Communication Technician:	
Pre-test	6
Post-test	12
Total	185

Dispositions			
Category	Granted	Denied	Total
Firefighter:			
Pre-test	13	25	38
Post-test	3	5	8
Police Officer:			
Pre-test	5	26	31
Post-test	28	63	91
Others:			
Police Communication Technician:			
Pre-test	3	3	6
Post-test	1	11	12
Total	53	133	186



Appendix M

2002 Selection Process Summary

Legend:

Examination Categories:

OC Open Competitive

PRO Promotional

QNC Qualifying Noncompetitive

SR Special Recruitment

EEO Categories:

B Black

F Female

M Male

O Other

W White



EXAMINATION TITLE	TYPE	EXAM DATE	APPLS TOTAL	SEX	APPLICATIONS FILED			REJECTED BEFORE EXAM			FAILED TO APPEAR FOR EXAM			PASSED			FAILED			TOTAL PHASES	
					B	W	O	B	W	O	B	W	O	B	W	O	B	W	O		
Accountant I	OC	9/14/2002	47	M	3	8	2	0	1	0	1	2	1	1	4	0	1	1	1	1	
				F	14	15	5	5	3	2	3	2	1	4	7	1	2	3	1		
Accountant II	OC	9/14/2002	29	M	3	4	2	2	4	1	0	0	1	1	0	0	0	0	0	0	2
				F	7	10	3	2	5	2	4	1	1	0	4	0	1	0	0		
Administrative Analyst I	OC	3/15/2002	79	M	10	20	0	0	1	0	1	2	0	3	13	0	6	4	0	2	
				F	25	23	1	2	2	0	3	1	1	16	19	0	4	1	0		
Administrative Secretary	QNC	7/25/2002	65	M	0	1	1	0	1	0	0	0	0	0	0	0	0	0	1	2	
				F	19	39	5	10	16	2	3	3	1	1	13	0	5	7	2		
Automotive Mechanic (Heavy)		No Test	20	M	N/A			N/A			N/A			N/A						N/A	
				F	N/A			N/A			N/A			N/A							
Building Maintenance Manager	OC	9/4/2002	32	M	6	23	2	3	3	1	0	0	0	2	15	0	1	5	1	1	
				F	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0
Building Maintenance Supervisor II	OC	10/9/2002	40	M	15	20	1	4	5	1	6	3	0	2	11	0	3	1	0	2	
				F	3	1	0	2	0	0	0	0	0	0	1	0	1	0	0		
Building Maintenance Worker	OC	4/10/2002	57	M	20	36	1	11	12	1	1	4	0	6	18	0	2	2	0	1	
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Building Services Specialist	OC	3/15/2002	49	M	5	15	0	0	0	0	0	1	0	3	11	0	2	3	0	2	
				F	12	16	1	2	1	0	1	1	1	8	14	0	1	0	0		
Community Relations Representative	OC	3/15/2002	38	M	3	9	0	1	1	0	0	1	0	1	5	0	1	2	0	2	
				F	15	11	0	2	1	0	2	1	0	5	8	0	6	1	0		
Community Relations Representative	OC	5/22/2002	15	M	2	6	0	2	5	0	0	0	0	0	1	0	0	0	0	2	
				F	3	3	1	0	1	0	0	2	0	2	0	1	1	0	0		
Computer Operator I	OC	11/8/2002	62	M	20	17	3	9	6	3	1	0	0	8	11	0	2	0	0	3	
				F	14	8	0	13	6	0	0	1	0	1	1	0	0	0	0		



EXAMINATION TITLE	TYPE	EXAM DATE	APPLS TOTAL	SEX	APPLICATIONS FILED			REJECTED BEFORE EXAM			FAILED TO APPEAR FOR EXAM			PASSED			FAILED			TOTAL PHASES
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Computer Operator II	PRO	7/19/2002	6	M	2	3	0	0	0	0	0	0	0	2	3	0	0	0	0	1
				F	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0
Construction Inspector I (Civil)	OC	4/19/2002	36	M	13	19	3	8	10	1	1	0	1	4	9	1	0	0	0	2
				F	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0
Development Rehabilitation Technician	OC	12/4/2002	10	M	3	5	1	1	1	0	0	0	0	1	4	1	1	0	0	2
				F	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0
Development Technician (Mobile Tool/Paint)	OC	12/3/2002	23	M	4	15	3	2	4	2	1	2	0	1	7	1	0	2	0	2
				F	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Drafter/CAD Operator	OC	4/19/2002	15	M	3	6	1	2	3	0	0	0	0	1	2	1	0	1	0	2
				F	1	3	1	0	0	0	1	0	0	0	1	1	0	2	0	0
Drafting Trainee	OC	4/19/2002	17	M	5	8	1	4	6	0	0	0	0	1	1	1	1	1	0	2
				F	1	1	1	1	0	0	0	0	0	0	0	1	1	0	0	0
Cable Worker I	OC	6/26/2002	14	M	4	8	1	4	2	1	0	1	0	0	5	0	0	0	0	1
				F	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Cable Worker II	OC	6/26/2002	4	M	0	4	0	0	2	0	0	0	0	2	0	0	0	0	0	1
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Construction Inspector I (Civil)	OC	12/18/2002	25	M	5	16	2	1	6	1	1	0	0	2	9	1	1	1	0	1
				F	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0
Employee Benefits Analyst I	OC	3/15/2002	55	M	5	14	0	1	2	0	0	0	0	2	9	0	2	3	0	2
				F	16	19	1	2	2	1	1	0	0	8	16	0	5	1	0	0
Engineering Aide I	OC	4/19/2002	15	M	5	9	1	1	3	0	0	2	0	4	4	1	0	0	0	2
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Engineering Aide II	OC	4/19/2002	20	M	6	10	1	1	2	0	0	3	0	4	5	1	1	0	0	2
				F	1	1	1	1	0	0	0	0	0	1	1	0	0	0	0	



EXAMINATION TITLE	TYPE	EXAM DATE	APPLS TOTAL	SEX	APPLICATIONS FILED			REJECTED BEFORE EXAM			FAILED TO APPEAR FOR EXAM			PASSED			FAILED			TOTAL PHASES
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Engineering Associate I	OC	4/19/2002	38	M	13	20	1	2	4	0	3	2	0	7	11	1	1	3	0	2
				F	0	3	1	0	0	0	0	0	0	1	1	0	2	0		
Engineering Associate II	OC	4/19/2002	50	M	13	27	3	2	5	0	1	4	1	9	15	2	1	3	0	2
				F	0	7	0	0	0	0	0	0	0	4	0	0	3	0		
Electrical Engineering Associate I	OC	4/19/2002	21	M	7	10	0	1	6	0	0	0	0	5	4	0	1	0	0	2
				F	1	2	1	0	0	0	1	0	0	0	1	1	0	1	0	
Electrical Engineering Associate II	OC	4/19/2002	14	M	6	5	1	1	4	0	0	0	0	3	1	1	2	0	0	2
				F	1	1	0	0	0	0	1	0	0	0	1	0	0	0	0	
Electricity Consumer Servicer	OC	5/15/2002	13	M	5	4	1	5	4	1	0	0	0	0	0	0	0	0	0	1
				F	2	1	0	1	0	0	0	0	0	1	1	0	0	0	0	
Engineering & Construction Operations Manager	OC	12/3/2002	9	M	0	7	1	0	5	0	0	1	0	0	1	1	0	0	0	1
				F	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	
Fingerprint Technician I	PRO	2/15/2002	3	M	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	1
				F	0	2	0	0	0	0	0	0	0	2	0	0	0	0	0	
Fingerprint Technician II	OC	6/24/2002	14	M	1	4	1	0	1	0	0	1	0	1	2	1	0	0	0	1
				F	3	5	0	2	0	0	1	0	0	5	0	0	0	0	0	
Fingerprint Technician Trainee	OC	10/25/2002	515	M	66	118	13	0	2	0	36	57	3	20	48	8	10	11	2	1
				F	143	151	24	3	0	0	64	76	9	55	66	12	21	9	3	
Fire Assistant Chief	PRO	3/22/2002	1	M	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	1
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Fire Assistant Chief	PRO	8/27/2002	2	M	0	2	0	0	0	0	0	0	0	2	0	0	0	0	0	1
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Fire Battalion Chief		N/A	18	M	N/A			N/A			N/A			N/A			N/A			N/A
				F	N/A			N/A			N/A			N/A			N/A			



EXAMINATION TITLE	TYPE	EXAM DATE	APPLS TOTAL	SEX	APPLICATIONS FILED			REJECTED BEFORE EXAM			FAILED TO APPEAR FOR EXAM			PASSED			FAILED			TOTAL PHASES
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Fire Captain		N/A	100	M	N/A			N/A			N/A			N/A			N/A			N/A
				F	N/A			N/A			N/A			N/A			N/A			N/A
Fire Deputy Chief		N/A	6	M	N/A			N/A			N/A			N/A			N/A			N/A
				F	N/A			N/A			N/A			N/A			N/A			N/A
Fire Lieutenant		N/A	435	M	N/A			N/A			N/A			N/A			N/A			N/A
				F	N/A			N/A			N/A			N/A			N/A			N/A
Firefighter	OC	8/22/2002	3502	M	643	2454	130	139	237	13	276	944	54	75	535	22	153	738	41	3
				F	90	175	10	12	10	1	55	104	6	0	7	0	23	54	3	
Fleet Manager	OC	12/3/2002	26	M	4	21	0	1	8	0	0	0	0	3	13	0	0	0	0	1
				F	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	
Heating Ventilation and Air Conditioning Technician	OC	4/19/2002	23	M	6	14	3	2	6	1	1	1	0	3	7	1	0	0	1	2
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Housing Rehabilitation Programs Coordinator	OC	12/10/2002	6	M	2	3	1	1	1	0	0	0	0	1	2	1	0	0	0	1
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Human Resources Generalist	OC	11/11/2002	45	M	1	13	1	0	3	0	0	2	0	0	7	1	1	1	0	1
				F	11	19	0	2	2	0	1	0	0	3	15	0	5	2	0	
Human Resources Representative	OC	3/15/2002	71	M	9	15	0	0	1	0	1	2	0	4	9	0	4	3	0	2
				F	23	23	1	2	2	0	4	1	1	13	18	0	4	2	0	
Information Systems Supervisor	QNC	10/11/2002	19	M	3	12	2	2	7	1	0	0	0	1	5	1	0	0	0	2
				F	0	2	0	0	0	0	0	0	0	0	2	0	0	0	0	
Locksmith	OC	12/18/2002	8	M	2	6	0	1	1	0	0	0	0	0	5	0	1	0	0	2
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Maintenance Painter	OC	4/5/2002	41	M	9	29	2	8	16	2	0	1	0	0	9	0	1	3	0	2
				F	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	



EXAMINATION TITLE	TYPE	EXAM DATE	APPLS TOTAL	SEX	APPLICATIONS FILED			REJECTED BEFORE EXAM			FAILED TO APPEAR FOR EXAM			PASSED			FAILED			TOTAL PHASES
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Medical Assistant	OC	7/18/2002	7	M	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	2
				F	1	4	1	0	0	0	0	1	0	1	3	1	0	0	0	
Personnel Analyst I	OC	3/15/2002	76	M	9	18	0	0	1	0	1	2	0	4	12	0	4	3	0	2
				F	23	25	1	1	2	0	3	1	1	15	21	0	4	1	0	
Planner I	OC	3/15/2002	27	M	3	9	0	0	1	0	0	0	0	1	5	0	2	3	0	2
				F	6	9	0	2	0	0	0	0	0	3	9	0	1	0	0	
Plant Maintenance Electrician	OC	5/17/2002	13	M	0	13	0	0	7	0	0	1	0	0	5	0	0	0	0	2
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Police Commander	PRO	5/22/2002	27	M	3	21	0	0	0	0	1	8	0	2	9	0	0	4	0	4
				F	1	2	0	0	0	0	1	0	0	0	0	0	0	2	0	
Police Communications Technician	OC	8/30/2002	904	M	76	148	18	5	9	0	29	58	6	5	27	5	37	54	7	1
				F	289	320	53	14	19	1	100	93	21	62	100	7	113	108	24	
Police Lieutenant	PRO	5/22/2002	76	M	7	60	0	0	1	0	2	26	0	3	25	0	2	8	0	4
				F	5	4	0	0	0	0	4	0	4	0	0	1	0	0		
Police Officer	OC	3/20/2002	1041	M	158	636	56	27	46	7	79	336	35	21	139	5	31	115	9	3
				F	65	112	14	10	13	1	52	75	8	1	5	3	2	19	2	
Plant Maintenance Manager	OC	12/3/2002	16	M	1	12	3	1	4	1	0	1	0	0	7	2	0	0	0	1
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Plant Maintenance Mechanic	OC	10/23/2002	45	M	9	30	3	3	14	1	0	5	0	1	8	2	5	3	0	1
				F	0	3	0	0	2	0	0	0	0	1	0	0	0	0	0	
Police Communications Technician	OC	12/7/2002	705	M	90	135	16	7	6	0	43	77	7	7	20	3	33	32	6	1
				F	201	236	27	11	9	4	82	103	7	30	65	6	78	59	10	
Police Officer		N/A	2693	M	N/A			N/A			N/A			N/A			N/A			N/A
				F	N/A			N/A			N/A			N/A			N/A			N/A



EXAMINATION TITLE	TYPE	EXAM DATE	APPLS TOTAL	SEX	APPLICATIONS FILED			REJECTED BEFORE EXAM			FAILED TO APPEAR FOR EXAM			PASSED			FAILED			TOTAL PHASES
					B	W	O	B	W	O	B	W	O	B	W	O	B	W	O	
Police Property Clerk	OC	9/27/2002	160	M	26	37	1	9	6	1	7	8	0	7	19	0	3	4	0	1
				F	55	36	5	36	12	3	5	6	0	11	18	2	3	0	0	
Powerline/Cable Worker Trainee	OC	9/25/2002	47	M	22	23	1	12	10	0	3	2	0	4	11	1	3	0	0	1
				F	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	
Powerline Worker I	OC	10/24/2002	8	M	2	5	1	2	2	1	0	1	0	0	2	0	0	0	0	1
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Power Line Worker II	OC	10/24/2002	3	M	1	2	0	1	1	0	0	0	0	0	1	0	0	0	0	1
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Print Services Specialist	OC	12/13/2001	N/A	M	1	5	0	1	1	0	0	0	0	0	4	0	0	0	0	2
				F	1	3	0	1	0	0	0	0	0	0	2	0	0	1	0	
Property Maintenance Inspector Trainee	OC	9/18/2002	187	M	54	70	3	1	1	0	5	2	0	25	56	2	23	11	1	1
				F	26	30	4	0	0	0	6	4	1	17	20	2	3	6	1	
Public Health Quality Assurance Coordinator	OC	12/12/2002	5	M	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
				F	2	2	1	1	1	0	0	0	0	1	1	1	0	0	0	
Purchasing Coordinator	OC	6/12/2002	51	M	5	12	2	0	1	2	0	2	0	3	8	0	2	1	0	1
				F	9	22	1	2	5	0	0	0	0	3	13	1	4	4	0	
Real Estate Relocation Specialist	OC	3/15/2002	58	M	5	11	0	0	0	0	1	2	0	3	9	0	1	0	0	2
				F	19	22	1	1	1	0	2	1	1	12	16	0	4	4	0	
Research Analyst	OC	3/15/2002	76	M	9	18	0	0	0	0	1	1	0	3	13	0	5	4	0	2
				F	23	25	1	1	2	0	2	1	1	16	21	0	4	1	0	
Safety Program Manager	OC	2/20/2002	11	M	2	7	0	0	2	0	1	2	0	1	3	0	0	0	0	2
				F	1	1	0	0	1	0	0	0	0	1	0	0	0	0	0	
Safety Program Technician	OC	3/15/2002	11	M	5	4	0	4	2	0	0	0	0	1	1	0	0	1	0	3
				F	1	1	0	1	0	0	0	0	0	0	1	0	0	0	0	



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					B	W	O	B	W	O	B	W	O	B	W	O	B	W	O	
Safety Program Technician	Oc	7/3/2002	18	M	2	8	4	1	4	1	0	2	1	1	1	2	0	1	0	3
				F	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0
Sewer Cleaning Equipment Operator	OC	3/21/2002	25	M	13	12	0	8	4	0	0	1	0	3	5	0	2	2	0	2
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sewer Cleaning Equipment Operator	OC	10/17/2002	37	M	17	14	5	14	7	5	0	1	0	3	4	0	0	2	0	2
				F	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0
Sewer Maintenance Supervisor I	OC	10/24/2002	16	F	5	9	1	3	3	1	0	2	0	1	3	0	1	1	0	1
					0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0
Sewer Maintenance Worker	OC	5/15/2002	47	M	21	25	1	15	13	0	1	2	0	4	10	1	1	0	0	1
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Storekeeper	OC	11/6/2002	242	M	48	117	8	22	17	4	4	9	0	11	74	2	11	17	2	1
				F	28	37	4	14	15	2	3	4	0	7	13	2	4	5	0	
Street Maintenance Assistant Manager	OC	12/3/2002	25	M	9	13	2	7	6	2	0	3	0	2	4	0	0	0	0	1
				F	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0
Street Maintenance Manager	OC	12/3/2002	11	M	4	5	1	2	2	1	1	1	0	1	2	0	0	0	0	1
				F	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0
Substation Maintenance Technician	OC	12/19/2002	11	M	5	4	0	5	2	0	0	0	0	0	2	0	0	0	0	1
				F	1	0	1	0	0	1	0	0	0	1	0	0	0	0	0	0
Trades Helper (Electrical)	OC	9/20/2002	25	M	10	14	0	3	2	0	1	2	0	3	9	0	3	1	0	1
				F	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Traffic Line Supervisor II	OC	10/18/2002	4	M	1	3	0	0	0	0	0	1	0	1	2	0	0	0	0	2
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Traffic Maintenance Worker	OC	6/7/02	52	M	21	27	3	11	8	0	4	2	1	2	12	2	4	5	0	2
				F	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0



EXAMINATION TITLE	TYPE	EXAM DATE	APPLS TOTAL	SEX	APPLICATIONS FILED			REJECTED BEFORE EXAM			FAILED TO APPEAR FOR EXAM			PASSED			FAILED			TOTAL PHASES
					B	W	O	B	W	O	B	W	O	B	W	O	B	W	O	
Tree Trimmer	OC	5/1/2002	12	M	5	7	0	1	5	0	2	1	0	0	1	0	2	0	0	1
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Tree Trimmer	OC	6/13/2002	5	M	1	4	0	1	0	0	0	2	0	0	2	0	0	0	0	1
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Wastewater Plant Operator	OC	11/22/2002	51	M	15	31	5	10	12	2	0	3	0	4	14	1	1	2	2	1
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Water Distribution Manager	OC	12/3/2002	5	M	0	5	0	0	2	0	0	1	0	0	2	0	0	0	0	1
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Water Distribution Operator I	OC	4/5/2002	17	M	5	8	3	3	2	2	2	2	0	0	4	1	0	0	0	1
				F	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0
Water Maintenance Manager	OC	12/3/2002	2	M	0	2	0	0	0	0	0	0	0	0	2	0	0	0	0	1
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Water Maintenance Supervisor I	OC	2/13/2002	1	M	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	1
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Water Maintenance Supervisor I	PRO	2/13/2002	4	M	0	3	0	0	0	0	0	0	0	0	1	0	0	2	0	1
				F	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Water Maintenance Worker	OC	5/15/2002	59	M	23	31	4	17	12	2	1	3	0	3	16	1	2	0	1	1
				F	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Water Protection Specialist II	PRO	12/9/2002	1	M	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	1
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Water Service Supervisor	PRO	2/27/2002	1	M	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	2
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Water Service Supervisor	OC	4/19/2002	4	M	1	3	0	0	1	0	0	0	0	0	1	0	1	1	0	2
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



EXAMINATION TITLE	TYPE	EXAM DATE	APPLS TOTAL	SEX	APPLICATIONS FILED			REJECTED BEFORE EXAM			FAILED TO APPEAR FOR EXAM			PASSED			FAILED			TOTAL PHASES
					B	W	O	B	W	O	B	W	O	B	W	O	B	W	O	
Water Service Supervisor	PRO	4/19/2002	7	M	2	5	0	0	0	0	0	2	0	2	2	0	0	1	0	2
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Water Service Technician II	PRO	2/25/2002	11	M	2	8	0	0	1	0	0	1	0	2	5	0	0	1	0	1
				F	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	
Water Service Technician II	PRO	9/11/2002	7	M	2	5	0	0	2	0	1	1	0	0	2	0	1	0	0	1
				F	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Totals					12700	9438	*	1420		3194		2658		2166						
					9438												Phase 1		47	
O/C = Open Competitive					79												Phase 2		39	
PRO = Promotional					12												Phase 3		5	
QNC = Qualifying Noncompetitive					2												Phase 4		2	
Total Tests					93												Total Tests Completed			93
Open Competitive - Nonuniformed					77	4665		860		1116		1751		938						
Open Competitive - Uniformed					2	4543		516		2024		813		1190						
Promotional - Nonuniformed					8	40		4		5		25		6						
Promotional - Uniformed					4	106		1		42		46		17						
Qualifying Noncompetitive					2	84		39		7		23		15						
TOTALS					93	9438		1420		3194		2658		2166						