



**Municipal Civil Service Commission
Columbus, Ohio**

**2009
Annual Report**



Michael B. Coleman, Mayor

**Grady L. Pettigrew, Jr., President
Jeffrey D. Porter, Member
Delena Edwards, 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 our 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 workforce 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.



2009 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 approximately 7,700 full-time employees. City employees serve the public in a wide variety of jobs, such as construction inspectors, recreation leaders, and tree trimmers. Other City employees work in jobs such as police communication technicians and traffic line workers. Still other employees provide the support that keeps the front-line workers moving. These jobs include purchasing expeditors, custodians, and accountants. For about 97 percent of all City jobs, the Civil Service Commission assesses the qualifications of applicants to help ensure they are capable of delivering quality services to the public. The more competent the City workforce is, the greater the quantity and quality of services that can be provided to the public with the same tax dollars.

Recruitment

In 2009, the City's primary recruitment tool is its online employment center which features an automated job interest database. This service can be utilized over the internet at the Commission's website, by mail, or at kiosks located 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 notice to apply. During 2009 all of these requests for service were paperless. The Commission website also provides applicants comprehensive access to City of Columbus job information including current vacancies, job descriptions, qualification requirements, and salary information. During 2009, the Commission received nearly 17,000 job interest forms that triggered the mailing of 4,100 notices of either job vacancies or testing opportunities to potential applicants. More than 6,000 applications for City jobs were filed with the Commission during the year, 90% of which were filed through the website.

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 42 percent of the City's job classifications (271 of 648 job classes), the Commission staff develops and administers exams designed to measure important knowledge, skills, and abilities needed for successful job performance. These tests are usually conducted at one of the Commission's two testing centers. By testing, applicants compete for jobs 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 helps ensure that tax dollars are spent hiring highly, rather than marginally, qualified employees.



The current practice for many City jobs is to conduct a test only when there is a vacancy. This practice provides better service to applicants who do not waste 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 is that the City can more easily hire the highest qualified applicants available to serve the public and meet its peak performance goal.

During 2009, 46 tests were completed, including 39 open competitive tests, five promotional exams and two qualifying (pass/fail) exams. Additionally, the Commission conducted qualification reviews for noncompetitive vacancies, certifying the names of 290 applicants and resulting in 216 appointments.

At the end of 2009, the Commission nearly reached its goal to eliminate employees with provisional status through testing. Only one full-time provisional employees remains, reduced from over 2,000 in 1990. In 2008, the Commission closed its provisional testing project. As of 2009, only one provisional employee remained, reduced from over 2,000 in 1990.

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. The Commission's five-year review standard for City job classes 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 the ever-changing needs of the City agencies.

During 2009 the Commission took action on 150 job classifications, including making 77 revisions, two creations, 13 abolishments, and 58 reviews with no change. These efforts brought the total number of classes (with pay assigned) in the City's class plan to 648. Further, 100 percent of the City's classes were current at year end using the five-year standard.

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 2009, the staff completed six job audits. Two of the audits resulted in a determination that no change was warranted. Four audits resulted in a determination that the position required a reallocation or appropriate duties needed to be reassigned to the position. Another 82 positions were



randomly reviewed, of which 80 were determined to be properly classified and two were deferred to audit.

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, leave of absences, and residency compliance. During 2009, the Commission processed an average of 970 transactions per month before the payroll was certified as correct and paychecks issued.

Over the course of the year, the City hired 480 new employees, 86 in full-time and 394 in part-time positions. A total of 112 City employees received upgrades or promotions during the year. Employee separations totaled 524, which included 260 resignations, 81 layoffs and 95 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 2,200 employees in the classified service of the Columbus Board of Education. As of December, there were 179 job classes in the Columbus City Schools class plan. During the course of the year, the Commission created two new job classifications and approved recommendations for revisions to five classification specifications.

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 City Schools. During 2009, 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 2009, the full Commission held 12 regular and one special public meetings. Additionally, one Commissioner and two Civil Service staff members held six trial board sessions to hear disciplinary appeals. One investigation was completed with respect to a



security breach during a promotional test and four residency investigations were conducted.

With respect to the Commission's docket, a total of 24 disciplinary appeals and 21 non-disciplinary appeals were filed during the year. The Commission ruled on 13 disciplinary and 19 non-disciplinary appeals. Additionally during the year, applicants removed from eligibility lists as a result of background checks filed 37 new requests for administrative reviews. The Commission ruled on 38 administrative reviews, reinstating 12 applicants and denying 26 requests.

Civil Service Commissioners:

Grady L. Pettigrew, III, President
(Term expires January 31, 2012.)
Jeffrey D. Porter, Member
(Term expires January 31, 2016.)
Delena Edwards, Member
(Term expires January 31, 2014.)



Appendix A

Expenditure Comparison 2008-2009

| | <u>2008</u> | <u>2009</u> |
|--|----------------|----------------|
| Personnel (01) | | |
| 270108 Administration | \$1,594,767 | \$1,330,808 |
| 270165 Classification & Testing-Sworn Employees | 926,040 | 870,450 |
| 270181 Classification & Testing-Civilian Employees | <u>488,441</u> | <u>428,687</u> |
| Total | \$3,009,248 | \$2,629,945 |
| Office Materials & Supplies (02) | | |
| 270108 Administration | \$22,275 | \$9,625 |
| 270165 Classification & Testing-Sworn Employees | 10,809 | 8,394 |
| 270181 Classification & Testing-Civilian Employees | <u>33</u> | <u>530</u> |
| Total | \$33,117 | \$18,549 |
| Services & Maintenance (03) | | |
| 270108 Administration | \$127,452 | \$39,054 |
| 270165 Classification & Testing-Sworn Employees | 71,042 | 69,615 |
| 270181 Classification & Testing-Civilian Employees | <u>7,549</u> | <u>6,779</u> |
| Total | \$206,043 | \$115,448 |
| Furniture & Equipment (06) | | |
| 270108 Administration | \$0 | \$5,883 |
| 270165 Classification & Testing-Sworn Employees | 0 | 0 |
| 270181 Classification & Testing-Civilian Employees | <u>0</u> | <u>0</u> |
| Total | <u>\$0</u> | <u>\$5,883</u> |
| Total Expenditures | \$3,248,408 | \$2,769,825 |
| Summary - Expenditures by Unit | | |
| Administration | \$1,744,494 | \$1,385,370 |
| Classification & Testing-Sworn Employees | 1,007,891 | 948,459 |
| Classification & Testing-Civilian Employees | <u>496,023</u> | <u>435,996</u> |
| Total Expenditures | \$3,248,408 | \$2,769,825 |



Grady L. Pettigrew, Jr., Commission President
 Jeffrey D. Porter, Commission Member
 Delena Edwards, Commission Member
 Barbara Gates McGrath, Executive Director

Appendix B

E. A. Bigham, Executive Secretary II (U) C. Emhuff, Executive Secretary I(U)

Vacant
 CSC Deputy Executive Director

Michael W. Eccard
 CSC Assistant Executive Director

J.Faber
 Fiscal Assistant II
 Fiscal

B.Sobieck, Personnel
 Administrative Officer
 Uniformed Services

C.Davis, Administrative Secretary

D.Nappier, Personnel
 Administrative Officer
 Applicant and Employee
 Services

T.Rollins, Personnel
 Administrative Officer
 Classification

D.White, Personnel
 Analyst Supervisor
 Employee Testing

E.Reed, Personnel
 Analyst Supervisor
 Safety Forces

A. Harris
 Office Assistant II
 Certification

R.Cherry
 Personnel Analyst II

B.Crawford
 Personnel Analyst II

J.Gunn
 Personnel Analyst II

L.Hausman
 Personnel Analyst II

T. Reeves MWTH
 Office Assistant II

M.Melfi
 Payroll Specialist
 Payroll/Verification

J.Hutchinson
 Personnel Analyst II

M.Maloney
 Personnel Analyst II

P.Cole
 Personnel Analyst I

S.Thompson
 Office Assistant III

L.Isaac
 Personnel Analyst II

J.Swinger
 Personnel Analyst II

C.Goddard
 Office Assistant III

D.Coleman
 Office Assistant II

B.Hutton
 Office Assistant III
 Test Center

G.Urban
 Personnel Analyst II

S.Grabner
 Office Assistant II

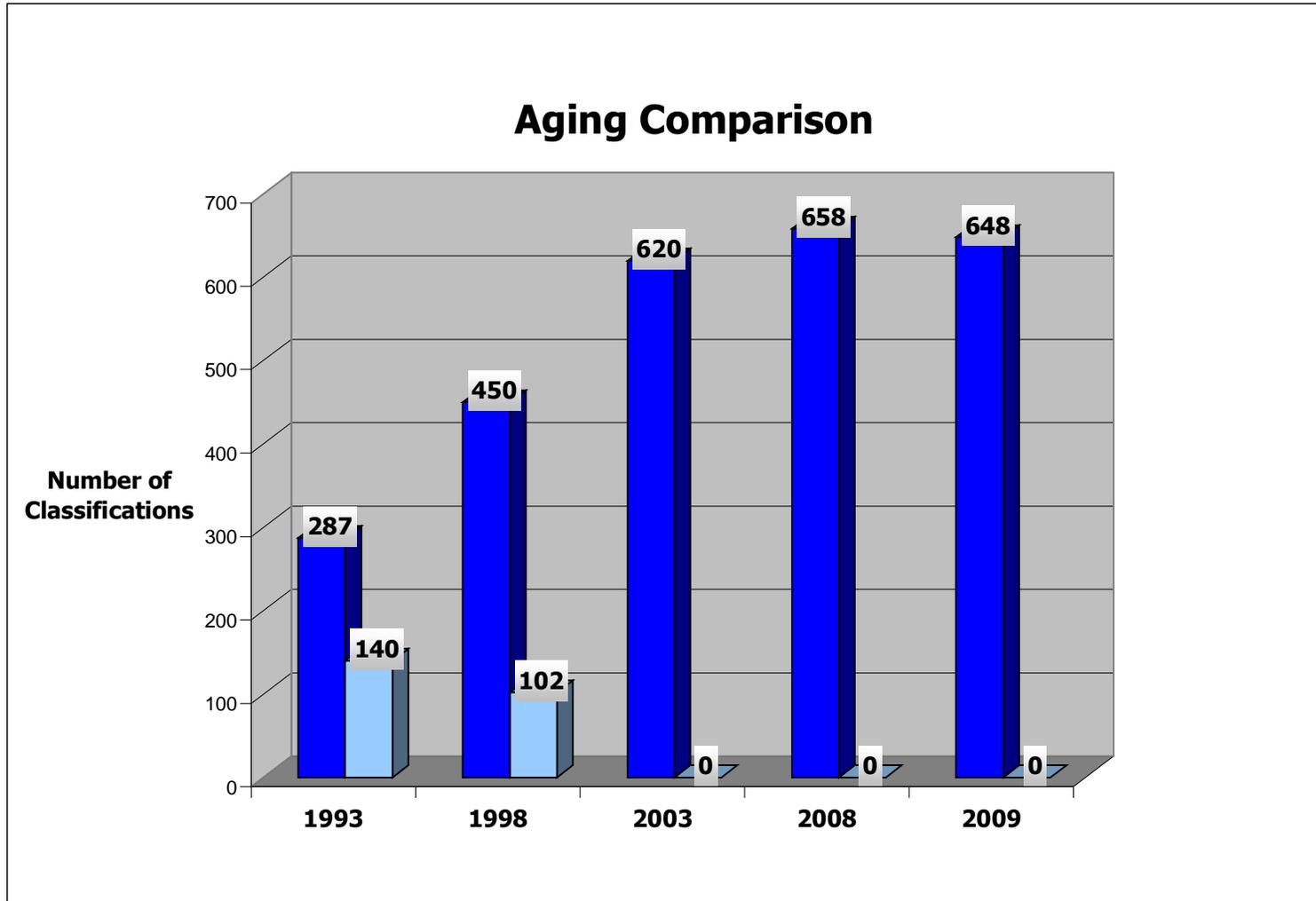
T. Reeves TF
 Office Assistant II

S.White
 Personnel Analyst II

Part-Time Employees:

S.Ulry, Personnel Analyst II
 C. Emhuff, Executive Secretary I (U)

2009 Class Plan Status Report





Appendix D

2009 Classification Actions

New Classifications

| | <u>Job Code</u> |
|---------------------------------|-----------------|
| Development Land Use Specialist | 2084 |
| Public Safety Network Manager | 0530 |

Classifications Revised/Retitled

| | <u>Job Code</u> |
|---|-----------------|
| Advanced Practice Registered Nurse | 1679 |
| Alcohol and Drug Abuse Program Manager | 1570 |
| Assistant Director (Asset Management) (U) | 0055 |
| Cable Worker I | 3555 |
| Cable Worker II | 3556 |
| Chief Plans Official | 1052 |
| Claims Investigator | 0763 |
| Compensation Manager | 0885 |
| Computer Operations Supervisor | 0541 |
| Computer Operator I | 0538 |
| Computer Operator II | 0539 |
| CSC Deputy Executive Director | 0216 |
| Deputy City Auditor (U) | 0163 |
| Drafter/CAD Operator | 1183 |
| Education Program Instructor | 1619 |
| Education Program Supervisor | 1620 |
| Electric Meter Technician | 3626 |
| Electric Metering Supervisor I | 3618 |
| Electricity Load Dispatcher | 3589 |
| Engineering Associate I | 1031 |
| Engineering Associate II | 1032 |
| Engineering Associate III | 1104 |
| Environmental Programs Specialist | 0768 |
| Epidemiologist | 1964 |
| Executive Assistant to the Director | 0069 |
| Fire Battalion Chief | 3087 |
| Fire Captain | 3088 |
| Fire Deputy Chief | 3085 |
| Fire Lieutenant | 3091 |
| Firefighter | 3090 |
| Health Education Program Planner | 1743 |
| Health Information Manager | 0852 |
| Horticultural Specialist I | 1538 |



| <u>Classifications Revised/Retitled (cont.)</u> | <u>Job Code</u> |
|--|------------------------|
| Land Management Office Administrator | 2003 |
| Managing Attorney (U) | 1977 |
| Machinist | 3825 |
| Network Administrator | 0522 |
| Network Analyst | 0521 |
| Network Engineer | 0523 |
| Network Manager | 0264 |
| Occupational Safety Manager | 0282 |
| Outreach Worker | 3112 |
| Photography Laboratory Manager | 1945 |
| Photography Technician | 1944 |
| Plant Maintenance Helper | 3812 |
| Plant Maintenance Mechanic | 3813 |
| Plant Maintenance Supervisor I | 3814 |
| Plant Maintenance Supervisor II | 3815 |
| Police Communications Technician | 3004 |
| Police Communications Technician Supervisor | 3005 |
| Power Line Worker I | 3566 |
| Power Line Worker II | 3567 |
| Power Line Worker Supervisor II | 3569 |
| Project Manager | 0070 |
| Public Health Nurse | 1639 |
| Public Health Nursing Supervisor | 1645 |
| Recreation Administrative Coordinator | 3166 |
| Recreation Administrative Manager | 3165 |
| Recreation and Parks Aide (Seasonal) | 3684 |
| Recreation Center Manager | 3164 |
| Recreation Instructor | 3215 |
| Recreation Leader | 3162 |
| Recreation Program Assistant | 3193 |
| Recreation Program Specialist | 3196 |
| Recreation Service Representative | 3151 |
| Recreation Supervisor | 3163 |
| Relocation Program Manager | 2036 |
| Sewer Maintenance Assistant Manager | 3970 |
| Sewer Service Supervisor (Emergency) | 3314 |
| Sewerage Charge Investigator | 3316 |
| Wastewater Surveillance Analyst | 1862 |
| Water Plant Manager | 1170 |
| Water Plant Operations Manager | 1169 |



Classifications Revised/Retitled (cont.)

| | <u>Job Code</u> |
|-----------------------------------|------------------------|
| Water Research Laboratory Manager | 1937 |
| Water Service Supervisor | 3278 |
| Water Service Technician I | 3260 |
| Water Service Technician II | 3276 |

Classifications Abolished

| | <u>Job Code</u> |
|---|------------------------|
| Administrative Secretary (Health) | 0490 |
| Development Land Use Specialist | 2084 |
| Information Technology Business Officer | 1255 |
| Legislative Clerk | 0500 |
| Police Artist | 3018 |
| Public Safety Network Manager | 0530 |
| Safety Programs Coordinator | 1721 |
| Secretary | 0477 |
| Street Maintenance Operations Manager | 3981 |
| Transportation Division Administrator | 0202 |
| Transportation Division Assistant Administrator | 0203 |
| Water Customer Services Assistant Coordinator | 0864 |
| Water Plant Attendant | 3886 |

AFSCME Classifications Merged into Other Classes

| | <u>Job Code</u> |
|------|------------------------|
| None | |

Classifications with Moratorium Imposed

| | <u>Job Code</u> |
|------|------------------------|
| None | |

Classifications with Moratorium Lifted

| | <u>Job Code</u> |
|------|------------------------|
| None | |

Classifications Reviewed with No Changes

| | <u>Job Code</u> |
|-----------------------------------|------------------------|
| Aquatics Supervisor (Seasonal) | 3184 |
| Assistant Auditor I (U) | 0654 |
| Assistant Auditor II (U) | 0655 |
| Assistant Auditor III (U) | 0656 |
| Assistant Auditor IV (U) | 0657 |
| Attorney (U) | 1980 |
| Building Maintenance Manager | 3497 |
| Building Maintenance Supervisor I | 3495 |



| <u>Classifications Reviewed with No Changes (cont.)</u> | <u>Job Code</u> |
|--|------------------------|
| Building Maintenance Supervisor II | 3496 |
| Building Maintenance Worker | 3494 |
| Department Human Resources Officer | 0893 |
| Deputy City Attorney (U) | 0057 |
| Downtown Development Administrative Coordinator | 0328 |
| Drafting Trainee | 1182 |
| Economic Development Program Supervisor | 2017 |
| Electric Meter Technician | 3626 |
| Electrical Engineering Associate I | 1132 |
| Electrical Engineering Associate II | 1133 |
| Financial Management Division Administrator | 0142 |
| Fleet Coordinator | 3454 |
| Fleet Management Division Administrator | 0272 |
| Fleet Operations Assistant Manager | 0845 |
| Fleet Operations Manager | 0273 |
| Golf Courses Division Administrator | 0300 |
| Heating Ventilation and Air Conditioning Technician | 3902 |
| Home Health Aide | 1623 |
| Horticultural Specialist II | 1539 |
| Horticulturist | 1540 |
| Information Systems Supervisor | 0582 |
| Lifeguard (Seasonal) | 3183 |
| Operator in Training | 3872 |
| Parking Meter Repairer | 3784 |
| Parking Meter Repairer Supervisor | 3785 |
| Performance Management Coordinator | 0847 |
| Prevailing Wage Coordinator | 0767 |
| Principal Attorney (U) | 1978 |
| Public Health Nurse Assistant Supervisor | 1644 |
| Public Utilities Division Assistant Administrator | 0161 |
| Recreation and Parks Assistant Director | 0085 |
| Recreation and Parks Marketing/Fundraising Coordinator | 0786 |
| Recreation Playground Leader (Seasonal) | 3169 |
| Relocation Specialist | 2034 |
| Senior Attorney (U) | 1979 |
| Sewer Maintenance Manager | 3971 |
| Sewer Maintenance Supervisor I | 3968 |
| Sewer Maintenance Supervisor II | 3969 |
| Sewer Maintenance Worker | 3967 |
| Sewerage and Drainage Division Assistant Administrator | 0166 |



Classifications Reviewed with No Changes (cont.)

| | <u>Job Code</u> |
|--|------------------------|
| Stormwater Investigator | 3318 |
| Training Manager | 0881 |
| Wastewater Plant Operator | 3873 |
| Wastewater Pretreatment Technician I | 1860 |
| Wastewater Pretreatment Technician II | 1861 |
| Water Plant Operator I | 3881 |
| Water Plant Operator II | 3882 |
| Water Research Analyst I | 1935 |
| Water Research Analyst II | 1936 |
| Water Supply and Treatment Coordinator | 1165 |
| Watershed Manager | 1173 |

Summary

| | |
|--|-----------|
| New Classifications | 2 |
| Revised/Retitled Classifications | 77 |
| Abolished Classifications | 13 |
| AFSCME Classes Merged into Other Classes | 0 |
| Moratoriums Imposed | 0 |
| Moratoriums Lifted | 0 |
| Review/No Change | <u>58</u> |
| Total | 150 |

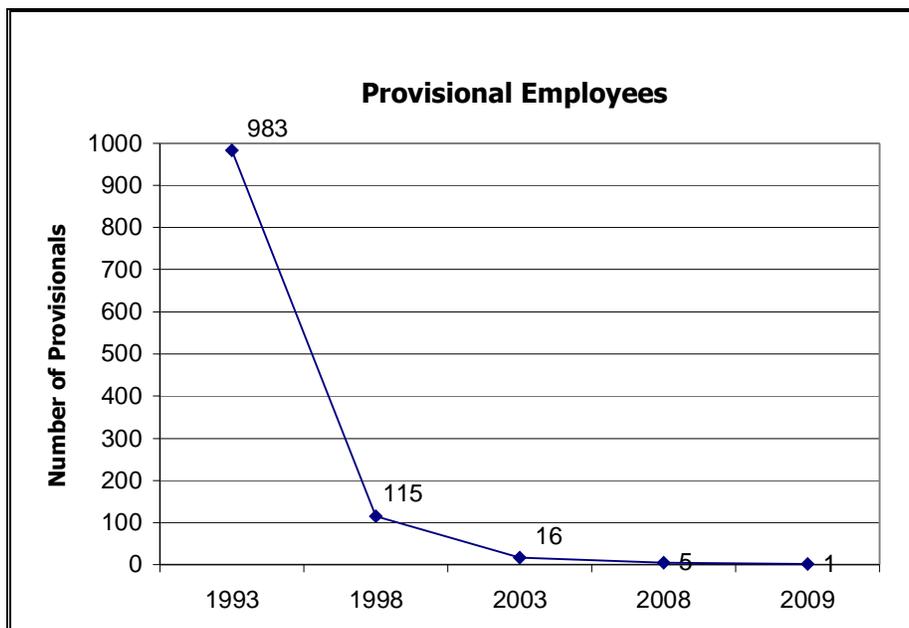
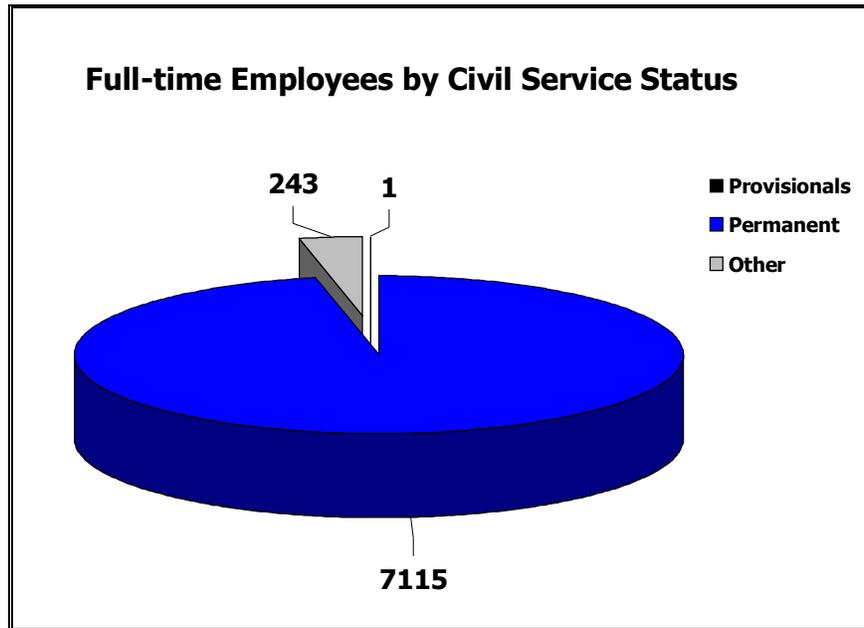


Appendix E

2009 Job Audit Results

| <u>Class Code</u> | <u>Class Title</u> | <u>Department</u> | <u>Number of Positions</u> | <u>Result</u> |
|-------------------|---------------------------------------|-------------------|----------------------------|---------------|
| 3494 | Building Maintenance Worker | Public Utilities | 2 | No Change |
| 3494 | Building Maintenance Worker | Public Service | 1 | Upward |
| 2044 | Development Rehabilitation Technician | Development | 1 | Upward |
| 3815 | Plant Maintenance Supervisor II | Public Utilities | 1 | Lateral |
| 3276 | Water Service Technician II | Public Utilities | 1 | Downward |
| <u>Summary:</u> | No Change | | 2 | |
| | Upward Reallocation | | 2 | |
| | Rescinded | | 0 | |
| | Lateral Reallocation | | 1 | |
| | Downward Reallocation | | <u>1</u> | |
| | Total | | 6 | |

2009 Testing Status Report





Appendix G

2009 Examination Summary

| <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 | 39 | 5215 | 2328 | 982 | 1445 | 460 |
| Uniformed | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 39 | 5215 | 2328 | 982 | 1445 | 460 |
| PROMOTIONAL: | | | | | | |
| Nonuniformed | 2 | 72 | 65 | 0 | 7 | 0 |
| Uniformed | 3 | 712 | 5 | 152 | 256 | 299 |
| Total | 5 | 784 | 70 | 152 | 263 | 299 |
| NONCOMPETITIVE: | | | | | | |
| Qualifying | 2 | 192 | 102 | 27 | 40 | 23 |
| SPECIAL RECRUITMENT | | | | | | |
| | 59 | 117 | 0 | 3 | 82 | 32 |
| TOTAL ALL EXAMS | 105 | 6308 | 2500 | 1164 | 1830 | 814 |



Appendix H

2009 - Employee Appointment/Separation Summary

| Employee Appointments | | | |
|---|------------|------------|-------------|
| Type of Appointment | Full-time | Part-time | Total |
| New City Employees | 86 | 394 | 480 |
| Employee Upgrades and Promotions | 88 | 24 | 112 |
| Transfers (to a like class between City departments and divisions) | 565 | 15 | 580 |
| Transfers (to a different class between City departments and divisions) | 12 | 1 | 13 |
| Voluntary Demotions | 39 | 1 | 40 |
| Involuntary Demotions | 0 | 1 | 1 |
| Total | 790 | 436 | 1226 |
| Employee Separations | | | |
| Type of Separation | Full-time | Part-time | Total |
| Retirement | 95 | 0 | 95 |
| Resignation | 151 | 109 | 260 |
| Layoff | 80 | 1 | 81 |
| Disability Termination | 31 | 0 | 31 |
| Probationary Termination | 9 | 2 | 11 |
| Discharge | 31 | 0 | 31 |
| Deceased | 14 | 1 | 15 |
| Total | 411 | 113 | 524 |



Appendix I

2009 Commission Docket Summary

| Filings | | | |
|-------------------------|-------------------------|------------------------------|--------------|
| Category | City of Columbus | Columbus City Schools | Total |
| Disciplinary Appeals | | | |
| Suspensions | 0 | 4 | 4 |
| Demotions | 0 | 0 | 0 |
| Discharges | 4 | 15 | 19 |
| Other | 0 | 1 | 1 |
| Subtotal | 4 | 20 | 24 |
| Nondisciplinary Appeals | 16 | 5 | 21 |
| Total | 20 | 25 | 45 |

| Dispositions | | | |
|---------------------------------------|-------------------------|------------------------------|--------------|
| Category | City of Columbus | Columbus City Schools | Total |
| Disciplinary Appeals | | | |
| Full Commission Disciplinary Hearings | 1 | 0 | 1 |
| Trial Board Hearings | 0 | 6 | 6 |
| Other | 0 | 6 | 6 |
| Subtotal | 1 | 12 | 13 |
| Nondisciplinary Appeals | 14 | 5 | 19 |
| Total | 15 | 17 | 32 |



Appendix J

2009 Commission Decisions

Trial Board Hearings

- 1) Maintenance Mechanic, Columbus City Schools, appealed a 10-day suspension. The Trial Board Hearing was convened on November 17, 2008. On February 23, 2009, the Civil Service Commission adopted the recommendation of the Trial Board and affirmed the decision of the appointing authority.
- 2) Environmental Systems Technician (Controls), Columbus City Schools, appealed a 10-day suspension. The Trial Board Hearing was convened on November 17, 2008. On February 23, 2009, the Civil Service Commission adopted the recommendation of the Trial Board and affirmed the decision of the appointing authority.
- 3) Maintenance Painter, Columbus City Schools, appealed a discharge. The Trial Board Hearing was convened on February 9, 2009. On March 30, 2009, the Civil Service Commission adopted the recommendation of the Trial Board and modified the decision of the appointing authority.
- 4) Student Safety Resource Coordinator, Columbus City Schools, appealed a discharge. The Trial Board Hearing was convened on January 14, 2009 and May 18, 2009. On June 30, 2009, the Civil Service Commission adopted the recommendation of the Trial Board and affirmed the decision of the appointing authority.
- 5) Bus Driver, Columbus City Schools, appealed a discharge. The Trial Board Hearing was convened on October 21, 2009. On November 30, 2009, the Civil Service Commission adopted the recommendation of the Trial Board and affirmed the decision of the appointing authority.
- 6) Bus Driver, Columbus City Schools, appealed a discharge. The Trial Board Hearing was convened on October 14, 2009. On December 14, 2009, the Civil Service Commission adopted the recommendation of the Trial Board and modified the decision of the appointing authority.



Commission Hearings

- 1) Police Officer, Department of Public Safety, appealed a 240 Hour Suspension. The Full Commission Hearing was convened on September 29, 2008 and November 18, 2008. On May 18, 2009, the Civil Service Commission affirmed the action of the appointing authority.

Residency Hearings

- 1) Construction Inspector II (Civil), City of Columbus, was found not in compliance with the residency requirement by the Civil Service Commission on March 4, 2009.
- 2) Automotive Mechanic (Heavy), City of Columbus, was found not in compliance with the residency requirement by the Civil Service Commission on June 29, 2009.
- 3) Traffic Paint/Sign Worker, City of Columbus, was found not in compliance with the residency requirement by the Civil Service Commission on July 27, 2009.
- 4) Refuse Collection Vehicle Operator, City of Columbus, was found in compliance with the residency requirement by the Civil Service Commission on December 14, 2009.

Investigative Hearings

- 1) An Investigative Hearing held on May 1, 2009 and May 6, 2009, regarding a potential security breach of the recent Fire Lieutenant promotional test. On May 18, 2009, the Civil Service Commission found that there was a security breach.



Appendix K

**2009 Commission Decisions on
Background Administrative Reviews**

| Filings | |
|-----------------|--------------|
| Category | Total |
| Firefighter: | |
| Post-test | 5 |
| Police Officer: | |
| Pre-test | 3 |
| Post-test | 29 |
| | |
| | |
| Total | 37 |

| Dispositions | | | |
|---------------------|----------------|---------------|--------------|
| Category | Granted | Denied | Total |
| Firefighter: | | | |
| Post-test | 3 | 2 | 5 |
| Police Officer: | | | |
| Pre-test | 2 | 1 | 3 |
| Post-test | 7 | 23 | 30 |
| | | | |
| | 12 | 26 | 38 |



2009 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 | |
| | | | | | | | | | | | | | | | | | | | | | |
| Administrative Secretary | QNC | 10/29/2009 | qnc | 129 | M | 7 | 8 | 1 | 6 | 7 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 2 |
| | | | qnc | | F | 23 | 75 | 15 | 12 | 32 | 8 | 4 | 15 | 1 | 3 | 12 | 4 | 4 | 16 | 2 | |
| Automotive Mechanic Helper | OC | 6/16/2009 | ocn | 107 | M | 17 | 77 | 11 | 14 | 28 | 6 | 2 | 23 | 4 | 1 | 20 | 1 | 0 | 6 | 0 | 1 |
| | | | ocn | | F | 0 | 1 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | |
| Automotive Mechanic Supervisor I | OC | 7/15/2009 | ocn | 61 | M | 5 | 54 | 2 | 1 | 7 | 0 | 1 | 18 | 2 | 3 | 22 | 0 | 0 | 7 | 0 | 2 |
| | | | ocn | | F | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Cable Worker I | OC | 10/20/2009 | ocn | 42 | M | 15 | 23 | 4 | 13 | 20 | 4 | 1 | 1 | 0 | 1 | 2 | 0 | 0 | 0 | 0 | 2 |
| | | | ocn | | F | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Cable Worker Supervisor II | OC | 5/12/2009 | ocn | 16 | M | 2 | 12 | 1 | 2 | 11 | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 |
| | | | ocn | | F | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Custodial Supervisor | OC | 7/9/2009 | ocn | 73 | M | 30 | 29 | 6 | 15 | 21 | 5 | 6 | 4 | 1 | 4 | 4 | 0 | 5 | 0 | 0 | 1 |
| | | | ocn | | F | 1 | 7 | 0 | 1 | 3 | 0 | 0 | 2 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | |
| Customer Service Manager | OC | 6/2/2009 | ocn | 307 | M | 21 | 108 | 10 | 13 | 63 | 6 | 2 | 8 | 0 | 6 | 37 | 4 | 0 | 0 | 0 | 1 |
| | | | ocn | | F | 46 | 104 | 18 | 38 | 63 | 14 | 1 | 9 | 0 | 7 | 32 | 4 | 0 | 0 | 0 | |
| Customer Service Representative II | OC | 12/10/2009 | ocn | 469 | M | 48 | 84 | 21 | 32 | 52 | 17 | 7 | 13 | 1 | 6 | 16 | 2 | 3 | 3 | 1 | 3 |
| | | | ocn | | F | 135 | 147 | 34 | 64 | 69 | 16 | 25 | 25 | 4 | 34 | 48 | 8 | 12 | 5 | 6 | |
| Development Rehabilitation Technician | OC | 9/29/2009 | ocn | 29 | M | 6 | 13 | 3 | 5 | 9 | 1 | 0 | 0 | 1 | 1 | 4 | 1 | 0 | 0 | 0 | 2 |
| | | | ocn | | F | 2 | 4 | 1 | 1 | 3 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 1 | 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 | |
| Electric Meter Technician | OC | 12/4/2009 | ocn | 119 | M | 26 | 80 | 12 | 19 | 42 | 5 | 3 | 10 | 3 | 2 | 25 | 3 | 2 | 3 | 1 | 1 |
| | | | ocn | | F | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Electric Switchboard Operator | OC | 5/12/2009 | ocn | 72 | M | 12 | 19 | 1 | 12 | 16 | 1 | 0 | 1 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 1 |
| | | | ocn | | F | 18 | 18 | 4 | 18 | 18 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Electrical Engineering Associate I | OC | 9/3/2009 | ocn | 73 | M | 16 | 45 | 6 | 6 | 11 | 1 | 5 | 9 | 1 | 1 | 18 | 3 | 4 | 7 | 1 | 2 |
| | | | ocn | | F | 1 | 4 | 1 | 1 | 0 | 1 | 0 | 1 | 0 | 0 | 2 | 0 | 0 | 1 | 0 | |
| Engineering Associate I | OC | 12/21/2009 | ocn | 80 | M | 9 | 57 | 6 | 1 | 9 | 3 | 0 | 11 | 0 | 3 | 30 | 2 | 5 | 7 | 1 | 2 |
| | | | ocn | | F | 3 | 2 | 3 | 1 | 0 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 0 | 0 | |
| Engineering Associate II | OC | 12/22/2009 | ocn | 59 | M | 6 | 44 | 3 | 0 | 12 | 0 | 1 | 4 | 1 | 0 | 23 | 2 | 5 | 5 | 0 | 2 |
| | | | ocn | | F | 1 | 3 | 2 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 2 | 1 | 1 | 0 | 0 | |
| Environmental Programs Specialist | OC | 10/15/2009 | ocn | 31 | M | 6 | 20 | 2 | 4 | 13 | 0 | 0 | 0 | 0 | 6 | 1 | 2 | 1 | 1 | | 1 |
| | | | ocn | | F | 1 | 2 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | |
| Excavator | QNC | 6/26/2009 | qnc | 63 | M | 13 | 42 | 8 | 10 | 20 | 6 | 1 | 5 | 0 | 2 | 17 | 2 | 0 | 0 | 0 | 1 |
| | | | qnc | | F | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Fingerprint Technician | PRO | 7/21/2009 | pron | 59 | M | 10 | 19 | 1 | 10 | 18 | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 2 |
| | | | pron | | F | 15 | 12 | 2 | 15 | 12 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Fire Captain | PRO | 4/10/2009 | prou | 118 | M | 12 | 104 | 0 | 0 | 0 | 0 | 2 | 14 | 0 | 3 | 51 | 0 | 7 | 39 | 0 | 3 |
| | | | prou | | F | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | |
| Fire Lieutenant | PRO | 4/10/2009 | prou | 433 | M | 35 | 387 | 3 | 0 | 4 | 0 | 13 | 73 | 0 | 2 | 117 | 2 | 20 | 193 | 1 | 3 |
| | | | prou | | F | 0 | 8 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 6 | 0 | |
| Fleet Operations Assistant Manager | OC | 4/6/2009 | ocn | 57 | M | 5 | 43 | 4 | 2 | 26 | 2 | 0 | 2 | 0 | 3 | 14 | 2 | 0 | 1 | 0 | 1 |
| | | | ocn | | F | 3 | 2 | 0 | 3 | 2 | 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 | |
| Help Desk Representative | OC | 12/16/2009 | ocn | 87 | M | 13 | 32 | 3 | 10 | 15 | 3 | 0 | 6 | 0 | 2 | 9 | 0 | 1 | 2 | 0 | 2 |
| | | | ocn | | F | 13 | 21 | 5 | 11 | 12 | 4 | 0 | 2 | 1 | 1 | 5 | 0 | 1 | 2 | 0 | |
| Income Tax Auditor | OC | 11/18/2009 | ocn | 111 | M | 6 | 36 | 9 | 1 | 4 | 1 | 2 | 13 | 4 | 2 | 14 | 2 | 1 | 5 | 2 | 2 |
| | | | ocn | | F | 12 | 38 | 10 | 2 | 11 | 3 | 4 | 5 | 4 | 4 | 19 | 3 | 2 | 3 | 0 | |
| Parking Enforcement Officer | OC | 4/9/2009 | ocn | 368 | M | 63 | 137 | 27 | 28 | 32 | 10 | 11 | 26 | 8 | 9 | 65 | 6 | 15 | 14 | 3 | 2 |
| | | | ocn | | F | 60 | 72 | 9 | 11 | 9 | 2 | 24 | 25 | 2 | 18 | 30 | 3 | 7 | 8 | 2 | |
| Plant Maintenance Electrician I | OC | 12/2/2009 | ocn | 69 | M | 11 | 49 | 8 | 7 | 25 | 3 | 1 | 4 | 3 | 2 | 16 | 0 | 1 | 4 | 2 | 1 |
| | | | ocn | | F | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Plant Maintenance Electrician II | OC | 12/17/2009 | ocn | 28 | M | 2 | 22 | 4 | 1 | 7 | 2 | 1 | 5 | 1 | 0 | 10 | 1 | 0 | 0 | 0 | 1 |
| | | | ocn | | F | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Plant Maintenance Manager | OC | 3/10/2009 | ocn | 54 | M | 5 | 46 | 3 | 5 | 38 | 3 | 0 | 1 | 0 | 0 | 7 | 0 | 0 | 0 | 0 | 1 |
| | | | ocn | | F | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Plant Maintenance Mechanic | OC | 6/18/1990 | ocn | 62 | M | 4 | 54 | 4 | 3 | 27 | 1 | 0 | 5 | 1 | 1 | 15 | 2 | 0 | 7 | 0 | 2 |
| | | | ocn | | F | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Plant Maintenance Supervisor I | OC | 11/5/2009 | ocn | 61 | M | 8 | 48 | 4 | 7 | 21 | 3 | 1 | 10 | 0 | 0 | 13 | 1 | 0 | 4 | 0 | 2 |
| | | | ocn | | F | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Plant Maintenance Supervisor II | OC | 9/17/2009 | ocn | 95 | M | 11 | 72 | 6 | 9 | 38 | 4 | 1 | 8 | 1 | 1 | 20 | 1 | 0 | 6 | 0 | 2 |
| | | | ocn | | F | 3 | 1 | 2 | 3 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Police Property Clerk | OC | 12/1/2009 | ocn | 443 | M | 58 | 185 | 29 | 17 | 67 | 12 | 16 | 45 | 3 | 14 | 56 | 12 | 11 | 17 | 2 | 1 |
| | | | ocn | | F | 58 | 90 | 23 | 30 | 40 | 12 | 11 | 18 | 3 | 10 | 26 | 6 | 7 | 6 | 2 | |
| Police Records Technician | OC | 11/30/2009 | ocn | 434 | M | 40 | 101 | 21 | 22 | 36 | 5 | 7 | 35 | 5 | 8 | 23 | 8 | 3 | 7 | 3 | 3 |
| | | | ocn | | F | 97 | 146 | 29 | 21 | 27 | 6 | 37 | 46 | 11 | 25 | 61 | 12 | 14 | 12 | 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 | |
| Police Sergeant | PRO | 10/30/2009 | prou | 161 | M | 14 | 118 | 13 | 0 | 0 | 1 | 6 | 33 | 4 | 2 | 67 | 1 | 6 | 18 | 7 | 4 |
| | | | prou | | F | 3 | 11 | 2 | 0 | 0 | 0 | 0 | 5 | 2 | 2 | 6 | 0 | 1 | 0 | 0 | |
| Power Line/Cable Worker Trainee | OC | 12/4/409 | ocn | 173 | M | 39 | 116 | 16 | 25 | 50 | 9 | 3 | 25 | 1 | 7 | 28 | 5 | 4 | 13 | 1 | 1 |
| | | | ocn | | F | 0 | 2 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Power Line Worker I | OC | 10/20/2009 | ocn | 26 | M | 8 | 14 | 4 | 8 | 10 | 3 | 0 | 1 | 0 | 0 | 3 | 1 | 0 | 0 | 0 | 2 |
| | | | ocn | | F | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Refuse Collection Vehicle Operator (Automated) | OC | 12/2/2009 | ocn | 159 | M | 58 | 75 | 18 | 15 | 20 | 5 | 7 | 19 | 3 | 17 | 29 | 7 | 19 | 7 | 3 | 3 |
| | | | ocn | | F | 4 | 4 | 0 | 2 | 2 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 2 | 1 | 0 | |
| Security Specialist | OC | 10/14/2009 | ocn | 197 | M | 42 | 95 | 13 | 23 | 43 | 7 | 7 | 15 | 1 | 4 | 23 | 5 | 8 | 14 | 0 | 3 |
| | | | ocn | | F | 19 | 24 | 4 | 14 | 16 | 2 | 3 | 3 | 2 | 2 | 4 | 0 | 0 | 1 | 0 | |
| Sewer Maintenance Worker | OC | 6/23/2009 | ocn | 220 | M | 41 | 149 | 24 | 25 | 72 | 12 | 3 | 28 | 3 | 6 | 43 | 5 | 7 | 6 | 4 | 2 |
| | | | ocn | | F | 3 | 2 | 1 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | |
| Sewer Service Worker (Emergency) | OC | 12/3/2009 | ocn | 108 | M | 27 | 73 | 8 | 21 | 50 | 7 | 1 | 6 | 1 | 3 | 15 | 0 | 2 | 2 | 0 | 2 |
| | | | ocn | | F | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Street Cleaning and Maintenance Supervisor | OC | 9/1/2009 | ocn | 86 | M | 23 | 53 | 3 | 19 | 41 | 2 | 0 | 4 | 0 | 4 | 5 | 1 | 0 | 3 | 0 | 1 |
| | | | ocn | | F | 4 | 2 | 1 | 4 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | |
| Street Maintenance Assistant Manager | OC | 12/2/2009 | ocn | 80 | M | 14 | 56 | 6 | 13 | 51 | 4 | 0 | 1 | 1 | 1 | 4 | 1 | 0 | 0 | 0 | 1 |
| | | | ocn | | F | 1 | 3 | 0 | 1 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Tree Trimmer Supervisor | PRO | 12/14/2009 | pron | 13 | M | 0 | 12 | 1 | 0 | 6 | 1 | 0 | 0 | 0 | 0 | 6 | 0 | 0 | 0 | 0 | 1 |
| | | | pron | | F | 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 | |
| Wastewater Chemist II | OC | 9/29/2009 | ocn | 26 | M | 4 | 7 | 4 | 2 | 2 | 2 | 0 | 0 | 0 | 1 | 4 | 1 | 1 | 1 | 1 | 1 |
| | | | ocn | | F | 2 | 8 | 1 | 2 | 3 | 1 | 0 | 0 | 0 | 0 | 5 | 0 | 0 | 0 | 0 | 0 |
| Water Maintenance Assistant Coordinator | OC | 12/16/2009 | ocn | 49 | M | 6 | 37 | 2 | 6 | 30 | 2 | 0 | 0 | 0 | 0 | 7 | 0 | 0 | 0 | 0 | 1 |
| | | | ocn | | F | 2 | 2 | 0 | 2 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Water Maintenance Worker | OC | 6/11/2009 | ocn | 1 | M | 43 | 159 | 30 | 26 | 69 | 15 | 5 | 33 | 6 | 7 | 50 | 4 | 5 | 7 | 5 | 1 |
| | | | ocn | | F | 3 | 3 | 2 | 1 | 2 | 1 | 0 | 1 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 1 |
| Water Service Technician I | OC | 6/30/2009 | ocn | 380 | M | 65 | 230 | 30 | 0 | 0 | 0 | 30 | 90 | 7 | 17 | 109 | 16 | 18 | 31 | 7 | 2 |
| | | | ocn | | F | 22 | 28 | 5 | 0 | 0 | 0 | 17 | 10 | 2 | 2 | 16 | 2 | 3 | 2 | 1 | |
| Water Service Technician II | OC | 6/24/2009 | ocn | 64 | M | 6 | 46 | 9 | 4 | 27 | 5 | 0 | 5 | 1 | 0 | 12 | 2 | 2 | 2 | 1 | 1 |
| | | | ocn | | F | 1 | 2 | 0 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total by EEO Category | | | | | | 1472 | 4139 | 580 | 728 | 1507 | 265 | 273 | 786 | 102 | 256 | 1340 | 152 | 215 | 506 | 61 | |
| Total | | | | | | 6191 | | | 2500 | | | 1161 | | | 1748 | | | 782 | | | |
| | | | | TOTAL TESTS | APPLICATIONS FILED | | | REJECTED BEFORE EXAM | | | FAILED TO APPEAR FOR EXAM | | | PASSED | | | FAILED | | | | |
| Total Tests | | | | 46 | | | | | | | | | | Total Tests by Phase | | | 46 | | | | |
| Open Competitive - Nonuniformed Tests | | | | 39 | 5215 | | | 2328 | | | 982 | | | 1445 | | | 460 | | | | |
| Open Competitive - Uniformed Tests | | | | 0 | 0 | | | 0 | | | 0 | | | 0 | | | 0 | | | | |
| Promotional - Nonuniformed Tests | | | | 2 | 72 | | | 65 | | | 0 | | | 7 | | | 0 | | | | |
| Promotional - Uniformed Tests | | | | 3 | 712 | | | 5 | | | 152 | | | 256 | | | 299 | | | | |
| Qualifying Noncompetitive Tests | | | | 2 | 192 | | | 102 | | | 27 | | | 40 | | | 23 | | | | |
| Total Regular Recruitment Tests | | | | 46 | 6191 | | | 2500 | | | 1161 | | | 1748 | | | 782 | | | | |



| | | | | | | |
|--|------------|-------------|-------------|-------------|-------------|------------|
| 1st Quarter Special Recruitment Tests | 39 | 89 | 0 | 0 | 66 | 23 |
| 2nd Quarter Special Recruitment Tests | 13 | 15 | 0 | 0 | 7 | 8 |
| 3rd Quarter Special Recruitment Tests | 5 | 11 | 0 | 3 | 8 | 0 |
| 4th Quarter Special Recruitment Tests | 2 | 2 | 0 | 0 | 1 | 1 |
| Total Special Recruitment Tests | 59 | 117 | 0 | 3 | 82 | 32 |
| Grand Total | 105 | 6308 | 2500 | 1164 | 1830 | 814 |

NOTE: This summary includes data for all eligibility lists established in the current year; as such the data may include some applications actually filed in the previous year.

