

**Rules and Regulations of the  
Municipal Civil Service Commission**

**APPENDIX C**

**Page 1 of 14**

**APPENDIX C**

The probationary periods for the following classes shall be 365 calendar days:

<u>Job Code</u>	<u>Title</u>
0441	311 Service Manager
0440	311 Service Supervisor
3003	911 Emergency Call Taker
3007	911 Emergency Communications Assistant Manager
3006	911 Emergency Communications Manager
3005	911 Emergency Communications Specialist
3004	911 Emergency Dispatcher
1234	Accountant I
1235	Accountant II
0773	Administrative Secretary
1679	Advanced Practice Registered Nurse
1680	Advanced Practice Registered Nurse Supervisor
0873	Aging Programs Administrator
0887	Aging Programs Assistant Administrator
0870	Aging Programs Care Coordinator
0867	Aging Programs Case Management Supervisor I
0876	Aging Programs Case Management Supervisor II
0874	Aging Programs Manager
0877	Aging Programs Outreach Specialist
0875	Aging Programs Provider Relations Specialist
3033	Airworthiness Specialist
1561	Alcohol and Drug Addiction Prevention Coordinator
1565	Alcohol & Drug Addiction Services Counselor
1570	Alcohol & Drug Addiction Services Program Manager
0588	Applications Manager
3185	Aquatics Instructor
3184	Aquatics Supervisor (Seasonal)
3182	Aquatics Supervisor (Year-round)
3763	Arborist
0176	Assistant Chief Building Official
1530	Assistant City Forester
3469	Automotive Body Repair Supervisor
3459	Automotive Mechanic
3464	Automotive Mechanic Helper
3456	Automotive Mechanic Supervisor I
3457	Automotive Mechanic Supervisor II
3453	Automotive Tire Repairer Supervisor
0769	Biosolids Specialist

## Rules and Regulations of the Municipal Civil Service Commission

**APPENDIX C**

**Page 2 of 14**

<u>Job Code</u>	<u>Title</u>
3855	Boiler Operator
0856	Budget Management Officer
0857	Budget/Management Specialist
2022	Building and Zoning Administrative Coordinator
1774	Building Compliance Manager
1773	Building Compliance Specialist
1771	Building Inspection Manager
1770	Building Inspection Supervisor
1768	Building Inspector I
1769	Building Inspector II
3497	Building Maintenance Manager
3495	Building Maintenance Supervisor I
3496	Building Maintenance Supervisor II
1117	Building Plans Examiner Supervisor
2016	Building Services Specialist
2000	Business Development Specialist
1252	Business Manager
0543	Business Systems Analyst
3128	Cable Broadcast Writer/Producer
3555	Cable Worker I
3556	Cable Worker II
3557	Cable Worker Supervisor I
3558	Cable Worker Supervisor II
3038	Canine Master Trainer
3111	Care Coordination Assistant
1295	Cashier I
1296	Cashier II
0177	Chief Building Official
1052	Chief Plans Official
0119	Chief Zoning Official
1530	City Forester
0242	Citywide GIS Manager
0282	Citywide Occupational Safety and Health Manager
0527	Citywide Web Coordinator
0217	Civil Service Commission Assistant Ex Director
0216	Civil Service Commission Deputy Executive Director
0763	Claims Investigator
1624	Community Clinical Supervisor
0154	Code Enforcement Division Administrator
3177	Community Interventionist
3178	Community Interventionist Supervisor
3970	Collection Systems Assistant Manager

**Rules and Regulations of the  
Municipal Civil Service Commission**

**APPENDIX C**

**Page 3 of 14**

<u>Job Code</u>	<u>Title</u>
3952	Collection Systems Cleaning Equipment Operator
3971	Collection Systems Manager
3968	Collection Systems Supervisor I
3969	Collection Systems Supervisor II
3967	Collection Systems Technician
3973	Collection Systems Telemonitoring Operator
3974	Collection Systems Telemonitoring Supervisor
3673	Communication Systems Coordinator
3676	Communication Systems Manager
3675	Communication Systems Specialist
1624	Community Clinical Supervisor
1767	Community Clinical Counselor (Social Services)
1758	Community Clinical Counselor (Violence Intervention)
0254	Community Dental Program Manager
0796	Community Relations Coordinator
0798	Community Relations Representative
0885	Compensation Manager
3897	Composting Facility Supervisor
1019	Construction Inspector I (Civil)
1020	Construction Inspector II (Civil)
1210	Construction Manager
1024	Construction Material Analysis Coordinator
3426	Crane Operator
3026	Crime Analyst
3027	Crime Analyst Supervisor
1915	Crime Laboratory Manager
0842	Criminal Intelligence Analyst
3529	Custodial Supervisor I
3530	Custodial Supervisor II
0437	Customer Service Manager
0435	Customer Service Representative II
0436	Customer Service Supervisor
0575	Cybersecurity Analyst
0574	Cybersecurity Technician
4056	Damage Prevention Program Manager
4054	Damage Prevention Supervisor
0598	Data Center Manager
0539	Data Center Technician
0591	Data Management Coordinator
0572	Database Administrator
0755	Debt Management Coordinator
1578	Dental Assistant

**Rules and Regulations of the  
Municipal Civil Service Commission**

**APPENDIX C**

**Page 4 of 14**

<u>Job Code</u>	<u>Title</u>
1584	Dental Hygienist
1596	Dentist
0893	Department Human Resources Officer
0526	Department Information Technology Coordinator
0228	Design and Construction Div Assit Administrator
0229	Design and Construction Division Administrator
0552	Desktop Support Technician
0350	Development Program Manager
2015	Development/Neighborhoods Program Coordinator
1486	Dietetic Technician
1482	Dietitian
1484	Dietitian Supervisor
1826	Disease Intervention Specialist I
1825	Disease Intervention Specialist II
0806	Diversity and Inclusion Specialist I
0805	Diversity and Inclusion Specialist II
0169	Economic Development Division Administrator
1619	Education Program Instructor
1620	Education Program Supervisor
0560	E-Government Program Manager
3626	Electric Meter Technician
3618	Electric Metering Supervisor I
3619	Electric Metering Supervisor II
1132	Electrical Engineering Associate I
1133	Electrical Engineering Associate II
1782	Electrical Inspector I
1783	Electrical Inspector II
3305	Electricity Consumer Servicer
3671	Electronic System Coordinator
3670	Electronic System Specialist
3668	Electronic System Technician
3669	Electronic System Technician Supervisor
1748	Emergency Preparedness Chief
1765	Employee Assistance Counselor
1764	Employee Assistance Program Manager
0824	Employee Benefits Analyst I
0825	Employee Benefits Analyst II
0276	Employee Benefits and Wellness Manager
0275	Employee Benefits and Wellness Supervisor
0868	Employee Programs Coordinator
0827	Employee Wellness Coordinator
0347	Employment Compliance Manager

**Rules and Regulations of the  
Municipal Civil Service Commission**

<b>APPENDIX C</b>	<b>Page 5 of 14</b>
-------------------	---------------------

<u>Job Code</u>	<u>Title</u>
1629	EMS Education Manager
1626	EMS Instructor I
1627	EMS Instructor II
1672	EMS Physician
0756	Energy Manager
1046	Engineer I
1047	Engineer II
1048	Engineer III
1049	Engineer IV
1007	Engineering Aide
1031	Engineering Associate I
1032	Engineering Associate II
1104	Engineering Associate III
1028	Engineer-In-Training I
1029	Engineer-In-Training II
0565	Enterprise Architect
1964	Epidemiologist
1965	Epidemiologist Supervisor
0345	Equal Employment Opportunity Specialist/Public Safety
0348	Equal Employment Resources Manager
0800	Equal Opportunity Representative
3420	Equipment Operator I
3421	Equipment Operator II
0152	Ethics and Campaign Finance Administrator
3198	Event Coordination Manager
3197	Event Coordination Specialist
3430	Excavator
0069	Executive Assistant to the Director
3084	Executive Officer to the Fire Chief
1749	Exercise Physiologist
0295	Facilities Management Division Administrator
0296	Facilities Operations Manager
3498	Facilities Projects Manager
0142	Financial Management Division Administrator
3013	Fingerprint Technician
3015	Fingerprint Technician Specialist (AFIS)
3014	Fingerprint Technician Supervisor
3086	Fire Assistant Chief
3087	Fire Battalion Chief
3088	Fire Captain
3089	Fire Chief
3085	Fire Deputy Chief

**Rules and Regulations of the  
Municipal Civil Service Commission**

**APPENDIX C**

**Page 6 of 14**

<u>Job Code</u>	<u>Title</u>
3091	Fire Lieutenant
1120	Fire Protection Plans Reviewer
3090	Firefighter
3025	Firing Range Assistant
1233	Fiscal Assistant II
1253	Fiscal Manager
1353	Fleet Administrative Specialist
3745	Fleet Attendant (CDL)
3454	Fleet Coordinator
0272	Fleet Management Division Administrator
0273	Fleet Management Division Assistant Administrator
0845	Fleet Operations Manager
1911	Forensic Scientist I
1912	Forensic Scientist II
1913	Forensic Scientist III
3760	Forestry Technician I
3761	Forestry Technician II
3759	Forestry Technician Trainee
3750	Fuel System Specialist
3748	Fuel System Technician
3696	Gardener
3697	Gardener Supervisor
0549	GIS Analyst
0545	GIS Technician
3187	Golf Assistant Professional
3713	Golf Course Superintendent
0300	Golf Courses Administrator
3714	Golf Courses Maintenance Manager
3189	Golf Professional
3191	Golf Program Manager
0752	Grants Management Coordinator
2029	Graphics Designer
1743	Health Education Program Planner
0853	Health Data Abstractor
0852	Health Information Manager
0762	Historic Preservation Officer
1538	Horticultural Specialist I
1539	Horticultural Specialist II
1540	Horticulturist
0171	Housing Division Administrator
2049	Housing Rehabilitation Programs Coordinator
0855	Human Resources Analyst

**Rules and Regulations of the  
Municipal Civil Service Commission**

**APPENDIX C**

**Page 7 of 14**

<u>Job Code</u>	<u>Title</u>
0894	Human Resources Manager
0854	Human Resources Representative
0660	Income Tax Auditor I
0659	Income Tax Auditor II
0662	Income Tax Auditor Specialist
0661	Income Tax Auditor Supervisor
0224	Income Tax Division Administrator
0225	Income Tax Division Assistant Administrator
1847	Industrial Hygienist
0566	Information Architect
0248	Information Services Division Administrator
0548	Information Systems Analyst
0869	Information Systems Manager
0604	Information Technology Account Coordinator
0603	Information Technology Account Manager
0599	Information Technology Security Officer
0234	Infrastructure Management Division Administrator
1026	Infrastructure Operations Coordinator
2999	Inspector General Intake Specialist
3000	Inspector General Investigator
3001	Inspector General Investigator Supervisor
1335	Inventory Control Manager
0568	IT Systems Supervisor
0559	IT Technical Support Manager
0751	Keep Columbus Beautiful Manager
0219	Labor Relations Manager
0218	Labor Relations Specialist
3616	Lamp Servicer
1201	Land Development Specialist
2003	Land Management Office Administrator
2005	Land Redevelopment Division Administrator
1759	Language Interpreter/Translator
3009	Latent Print Examiner I
3010	Latent Print Examiner II
3011	Latent Print Examiner III
1895	License Manager
1891	License Officer
1894	License Supervisor
3183	Lifeguard (Seasonal)
3181	Lifeguard (Year-round)
3825	Machinist
0937	Mail Specialist

**Rules and Regulations of the  
Municipal Civil Service Commission**

**APPENDIX C**

**Page 8 of 14**

<u>Job Code</u>	<u>Title</u>
3660	Maintenance Apprentice (Electrical/Electronic)
3810	Maintenance Apprentice (Mechanical)
3516	Maintenance Carpenter Supervisor
0779	Management Analyst I
0780	Management Analyst II
1116	Master Plans Examiner
1815	Mechanical Inspector I
1816	Mechanical Inspector II
1615	Medical Assistant
1961	Medical Laboratory Manager
1952	Medical Technologist
1959	Medical Technologist Supervisor
3126	Multimedia Assistant
0269	Multimedia Manager
3127	Multimedia Specialist
0083	Natural Resources Manager
3155	Nature Programs Administrative Manager
3154	Nature Programs Developer
3153	Nature Programs Educator
0175	Neighborhoods Administrator
0799	Neighborhoods Program Specialist
0522	Network Administrator
0521	Network Analyst
0523	Network Engineer
0264	Network Manager
1718	Occupational Safety and Health Manager
0279	Occupational Safety and Health Officer
1716	Occupational Safety Technician
0407	Office Assistant I
0408	Office Assistant II
0409	Office Assistant III
1240	Office Manager
3112	Outreach Worker
3023	Parking Enforcement Supervisor
3785	Parking Meter Repairer Supervisor
1301	Parking Meter Supervisor
0231	Parking Services Division Administrator
3769	Parks Irrigation Specialist
3773	Parks Maintenance Assistant Manager
3778	Parks Maintenance Manager
3772	Parks Maintenance Supervisor
3770	Parks Maintenance Worker



**Rules and Regulations of the  
Municipal Civil Service Commission**

**APPENDIX C**

**Page 9 of 14**

<u>Job Code</u>	<u>Title</u>
3780	Parks Management Coordinator
1203	Parks Planning and Design Manager
0414	Payroll/Benefits Clerk
0847	Performance Management Coordinator
0898	Personnel Administrative Manager
0900	Personnel Analyst I
0901	Personnel Analyst II
0902	Personnel Analyst III
0918	Personnel Psychologist
1945	Photography Laboratory Manager
2010	Planner I
2011	Planner II
0178	Planning Division Administrator
2012	Planning Manager
1114	Plans Examiner Associate
3817	Plant Maintenance Assistant Manager
3799	Plant Maintenance Electrician I
3800	Plant Maintenance Electrician II
3812	Plant Maintenance Helper
3816	Plant Maintenance Manager
3813	Plant Maintenance Mechanic
3814	Plant Maintenance Supervisor I
3815	Plant Maintenance Supervisor II
3872	Plant Operator In Training
1775	Plumbing Inspector I
1776	Plumbing Inspector II
3058	Police Assistant Chief
3061	Police Chief
3060	Police Commander
3062	Police Deputy Chief
3029	Police Evidence Technician
3063	Police Lieutenant
3064	Police Officer
1345	Police Property Clerk
0445	Police Records Technician
3066	Police Sergeant
3016	Polygraphist
3581	Power Distribution Assistant Manager
3579	Power Distribution Line Supervisor I
3577	Power Distribution Line Trainee
3578	Power Distribution Line Worker
3587	Power Distribution Load Trainee

**Rules and Regulations of the  
Municipal Civil Service Commission**

**APPENDIX C**

**Page 10 of 14**

<u>Job Code</u>	<u>Title</u>
3582	Power Distribution Manager
3579	Power Distribution Supervisor I
3588	Power Distribution System Operator I
3589	Power Distribution System Operator II
0159	Power Division Administrator
0147	Power Division Assistant Administrator
3566	Power Line Worker I
3567	Power Line Worker II
3568	Power Line Worker Supervisor I
3569	Power Line Worker Supervisor II
3565	Power Line/Cable Worker Trainee
1630	Practical Nurse
0791	Prequalification Manager
1932	Pretreatment Program Manager
0767	Prevailing Wage Coordinator
0777	Procurement Administrative Officer
0776	Procurement Manager
0789	Procurement Specialist
0580	Programmer Analyst
1792	Property Maintenance Inspection Manager
1793	Property Maintenance Inspection Specialist
1796	Property Maintenance Inspection Supervisor
1789	Property Maintenance Inspection Trainee
1790	Property Maintenance Inspector
0246	Public Health Administrator (Addiction Services)
0255	Public Health Administrator (Clinical Health)
0262	Public Health Administrator (Family Health)
0268	Public Health Assistant Administrator (Fiscal)
1653	Public Health Administrator (Neighborhood Health)
0263	Public Health Administrator (Population Health)
0241	Public Health Administrator (Public Health Innovation)
0270	Public Health Administrator (Sexual Health Administrator)
0268	Public Health Assistant Admin (Environ Health)
0271	Public Health Assistant Commissioner
0256	Public Health Assistant Commissioner (Medical)
1828	Public Health Environmental Health Specialist Aide
1832	Public Health Environmental Health Specialist I
1833	Public Health Environmental Health Specialist II
1844	Public Health Environmental Health Specialist III
1845	Public Health Environmental Health Specialist IV
1831	Public Health Environmental Health Specialist-In-Training
1639	Public Health Nurse

**Rules and Regulations of the  
Municipal Civil Service Commission**

**APPENDIX C**

**Page 11 of 14**

<u>Job Code</u>	<u>Title</u>
1645	Public Health Nursing Supervisor
1755	Public Health Peer Advocate
1704	Public Health Physician
1744	Public Health Program Manager I
1731	Public Health Program Manager I (RN)
1740	Public Health Program Manager II
1732	Public Health Program Manager II (RN)
1741	Public Health Program Manager III
1733	Public Health Program Manager III (RN)
1742	Public Health Program Manager IV
1734	Public Health Program Manager IV (RN)
1746	Public Health Strategic Advisor
3242	Public Health Veterinarian
3108	Public Relations Advisor to the Police Chief
3104	Public Relations Specialist I
3105	Public Relations Specialist II
3043	Public Safety Analyst
3049	Public Safety Manager
0161	Public Utilities Division Assistant Administrator
0784	Purchasing Coordinator
0783	Purchasing Expediter
2027	Real Estate Asset Manager
3166	Recreation Administrative Coordinator
3165	Recreation Administrative Manager
3684	Recreation and Parks Aide (Seasonal)
3151	Recreation and Parks Aide (Year-round)
0085	Recreation and Parks Assistant Director
0786	Recreation and Parks Marketing/Fundraising Coord
3163	Recreation Assistant Manager
3164	Recreation Center Manager
3215	Recreation Instructor
3162	Recreation Leader
3193	Recreation Program Assistant
3196	Recreation Program Specialist
3931	Refuse Collection District Assistant Manager
3933	Refuse Collection District Manager
0221	Refuse Collection Division Administrator
3935	Refuse Collection Operations Manager
3928	Refuse Collection Supervisor
3922	Refuse Collection Vehicle Operator (Automated)
3924	Refuse Collector
1161	Regulatory Compliance Advisor

**Rules and Regulations of the  
Municipal Civil Service Commission**

**APPENDIX C**

**Page 12 of 14**

<u>Job Code</u>	<u>Title</u>
2036	Relocation Program Manager
2034	Relocation Specialist
3167	Rental Services Coordinator
3168	Rental Services Supervisor
1115	Residential Plans Examiner
1002	Right-of-Way/Traffic Investigator
0287	Sealer of Weights and Measures
1151	Security Manager
3538	Security Specialist
3539	Security Specialist Supervisor
0862	Senior Budget/Management Specialist
0775	Senior Procurement Specialist
0581	Senior Programmer Analyst
0563	Senior Systems Administrator
0071	Senior Technology Project Manager
0165	Sewerage and Drainage Division Administrator
0166	Sewerage and Drainage Division Asst Administrator
3903	Skilled Trade Supervisor
0585	Software Engineer
3779	Sports Field Maintenance Supervisor
3774	Sports Field Maintenance Worker
3318	Stormwater Investigator
1204	Strategic Planning Construction Mgmt Coordinator
3991	Street Maintenance Assistant Manager
3990	Street Maintenance Manager
3994	Street Maintenance Worker
0781	Student Intern I
0782	Student Intern II
3596	Substation Maintenance Supervisor
3595	Substation Maintenance Technician
0266	Support Services Division Administrator
0267	Support Services Division Assistant Administrator
1016	Surveyor
1040	Surveyor Manager
1015	Surveyor-In-Training
0564	Systems Administrator
0553	Technical Support Analyst
0551	Technical Support Supervisor
0070	Technology Project Manager
0544	Technology Service Desk Representative
0586	Technology Solutions Engineering Manager
0584	Technology Solutions Manager

**Rules and Regulations of the  
Municipal Civil Service Commission**

**APPENDIX C**

**Page 13 of 14**

<u>Job Code</u>	<u>Title</u>
3174	Therapeutic Recreation Manager
3173	Therapeutic Recreation Specialist
1778	Trade Inspector Trainee
4026	Traffic Line Supervisor I
4029	Traffic Line Supervisor II
4018	Traffic Maintenance Supervisor I
4019	Traffic Maintenance Supervisor II
0236	Traffic Management Division Administrator
0235	Traffic Management Division Assistant Administrator
4034	Traffic Operations Coordinator
4032	Traffic Operations Manager
4010	Traffic Sign Shop Supervisor
0884	Training Coordinator
0881	Training Manager
1043	Utilities Permits Manager
1042	Utilities Permits Specialist
4055	Utility Line Locator
0866	Utility Revenue Manager
3280	Utility Service Manager
0863	Utility Services Coordinator
3070	Vehicle Impounding Specialist
1158	Water Reclamation Plant Assistant Manager
1159	Water Reclamation Plant Manager
3873	Wastewater Plant Operator
3875	Water Reclamation Plant Supervisor I
3876	Water Reclamation Plant Supervisor II
1862	Wastewater Pretreatment Analyst
3316	Wastewater Pretreatment Specialist
1860	Wastewater Pretreatment Technician
1861	Wastewater Pretreatment Technician II
1157	Wastewater Treatment Residuals Manager
3864	Water Distribution Operator I
3865	Water Distribution Operator II
0146	Water Division Administrator
0149	Water Division Assistant Administrator
4046	Water Maintenance Assistant Coordinator
4047	Water Maintenance Coordinator
4052	Water Maintenance Manager
4040	Water Maintenance Supervisor I
4041	Water Maintenance Supervisor II
4039	Water Maintenance Worker
1170	Water Plant Manager

**Rules and Regulations of the  
Municipal Civil Service Commission**

<b>APPENDIX C</b>	<b>Page 14 of 14</b>
-------------------	----------------------

<u>Job Code</u>	<u>Title</u>
1169	Water Plant Operations Manager
3881	Water Plant Operator I
3882	Water Plant Operator II
1873	Water Protection Coordinator
1871	Water Protection Specialist I
1872	Water Protection Specialist II
1928	Water Reclamation Chemist I
1929	Water Reclamation Chemist II
1930	Water Reclamation Chemist III
1935	Water Research Analyst I
1936	Water Research Analyst II
1937	Water Research Laboratory Manager
3278	Water Service Supervisor
3260	Water Service Technician I
3276	Water Service Technician II
1165	Water Supply and Treatment Coordinator
1173	Watershed Manager
0525	Web Content Coordinator
1886	Weights and Measures Inspector
3830	Welder

---

<b>Amended as of:</b>	<b>April 29, 2024</b>
-----------------------	-----------------------