



# CITY OF CARSON

## Legislation Text

File #: 2017-066, Version: 1

### Report to Mayor and City Council

Tuesday, February 07, 2017

Consent

#### **SUBJECT:**

**CONSIDERATION OF RESOLUTION NO. 17-016 AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING A CLASSIFICATION SPECIFICATION FOR EQUIPMENT SERVICE WORKER (PART-TIME) (CITY COUNCIL)**

#### **I. SUMMARY**

After several months of working on the reorganization of the Public Works Department, on October 18, 2016, City Council approved the reorganization proposal. This proposal included a downgrade from an existing vacant Equipment Mechanic II position to a part-time Equipment Service Worker.

In order to recruit, there is a need to establish a job specification which adequately addresses the duties and responsibilities for the position of a part-time Equipment Service Worker, update the classification plan and initiate a recruitment.

#### **II. RECOMMENDATION**

WAIVE further reading and ADOPT Resolution No. 17-016, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING A CLASSIFICATION SPECIFICATION FOR EQUIPMENT SERVICE WORKER (PART-TIME).

#### **III. ALTERNATIVES**

TAKE any other action deemed appropriate.

#### **IV. BACKGROUND**

In accordance with the City's Municipal Code, classification (class) specifications must be

approved by the City Council in order to establish the job title, essential job duties, knowledge, skills and abilities and qualification guidelines that are required for each position. Therefore, a new class specification is being presented to the City Council for approval and adoption.

Staff is proposing adoption of the Equipment Service Worker (Part-Time) job specification. This adoption is being recommended because a recruitment must be initiated to fill an existing vacancy. Essential job duties and responsibilities, as well as, education and experience have been incorporated in the job specification to reflect the current needs. The salary range will remain the same as other comparable positions within the City of Carson, salary range 331 (\$22.00202 - \$28.01466).

## **V. FISCAL IMPACT**

There is no fiscal impact. The downgrade from Equipment Mechanic II (funded) to Equipment Service Worker (Part-Time) will actually provide salary savings.

## **VI. EXHIBITS**

1. Resolution No. 17-016 (pg. 3-4)
2. Class Specification for Equipment Service Worker (Part-Time) (pgs. 5-6)

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