

CHAPTER 2019-51

**No. 497 AN ORDINANCE ESTABLISHING THE CLASSES OF POSITIONS, THE
MAXIMUM NUMBER OF EMPLOYEES, AND THE NUMBER OF
EMPLOYEES IN CERTAIN CLASSES IN THE CITY DEPARTMENTS AND
REPEALING ORDINANCE CHAPTER 2019-86, NO. 339, APPROVED JULY
9, 2019, AS AMENDED**

Approved November 26, 2019

Be it ordained by the City of Providence:

SECTION 1 CITY SERGEANT

1 CITY SERGEANT
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SECTION 2 DEPARTMENT OF LAW

1 ADMINISTRATIVE ASSISTANT - CITY SOLICITOR
3 ASSISTANT CITY SOLICITOR I
4 ASSISTANT CITY SOLICITOR II
3 ASSISTANT CITY SOLICITOR III
3 ASSISTANT CITY SOLICITOR IV
1 ASSISTANT LEGAL SECRETARY - HOUSING
PROSECUTION
4 ASSOCIATE CITY SOLICITOR I
3 ASSOCIATE CITY SOLICITOR II
3 ASSOCIATE CITY SOLICITOR III
1 CITY SOLICITOR
2 CONFIDENTIAL SECRETARY TO CITY SOLICITOR
3 DEPUTY CITY SOLICITOR I
3 DEPUTY CITY SOLICITOR II
1 ETHICS EDUCATION COORDINATOR
1 EVERY HOME COORDINATOR
1 LAW CLERK / COURIER
2 LEGAL SECRETARY - LAW DEPARTMENT
1 MUNICIPAL INTEGRITY OFFICER
2 PARALEGAL I
1 PARALEGAL II
1 PROSECUTION COORDINATOR
3 SENIOR ASSISTANT CITY SOLICITOR I
3 SENIOR ASSISTANT CITY SOLICITOR II
2 SENIOR ASSISTANT CITY SOLICITOR III
2 SENIOR ASSISTANT CITY SOLICITOR IV
1 SPECIAL ASSISTANT TO CITY SOLICITOR - CLAIMS

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SECTION 3 DEPARTMENT OF FINANCE-ADMINISTRATION

1 ADMINISTRATIVE ASSISTANT - FINANCE DIRECTOR
1 ASSISTANT BUDGET ANALYST
1 ASSOCIATE BUDGET ANALYST
2 BUDGET ANALYST
1 CHIEF FINANCIAL OFFICER
1 CLERK - FLOATING

1 CONFIDENTIAL ASSISTANT TO FINANCE DIRECTOR
 1 DEPUTY DIRECTOR OF FINANCE & BUDGET OFFICER
 1 DIRECTOR OF FINANCE
 1 FINANCIAL COMPLIANCE OFFICER - FINANCE
 DEPARTMENT
 1 MANAGER OF GRANT WRITING
 3 SENIOR BUDGET ANALYST

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SECTION 4 CITY CONTROLLER

5 ACCOUNTS PAYABLE CLERK
 1 ACCOUNTS PAYABLE SUPERVISOR
 1 ASSISTANT TO ACCOUNTS PAYABLE SUPERVISOR /
 SECRETARY
 1 ASSISTANT TO PAYROLL SUPERVISOR
 1 CITY & SCHOOL CONTROLLER
 1 CLERK - FLOATING
 1 DEPUTY CITY CONTROLLER
 4 FISCAL OFFICER I (FIRST 36 MONTHS)
 4 FISCAL OFFICER II (37 - 84 MONTHS)
 4 FISCAL OFFICER III (85 MONTHS)
 1 FISCAL SUPERVISOR
 1 PAYROLL CLERK / ACCOUNTS PAYABLE OFFICER
 1 PAYROLL CLERK II
 1 PAYROLL CLERK III
 1 PAYROLL SUPERVISOR

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SECTION 5 CITY COLLECTOR

1 ASSISTANT CITY COLLECTOR
 1 CHIEF TELLER
 1 CITY COLLECTOR
 4 CLERK II
 4 CLERK III
 1 CLERK IV
 1 CONTROL SUPERVISOR
 1 DEPUTY CITY COLLECTOR
 2 TAX SALE SPECIALIST/FISCAL OFFICER
 5 TELLER

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SECTION 6 CITY ASSESSOR

1 ADMINISTRATIVE ASSISTANT - ASSESSOR
 1 ADMINISTRATIVE AIDE - ASSESSOR
 2 APPRAISER I
 1 APPRAISER - CERTIFIED
 2 APPRAISER - COMMERCIAL
 2 APPRAISER - RESIDENTIAL
 1 ASSISTANT CITY ASSESSOR
 1 CARTOGRAPHER
 1 CITY ASSESSOR
 1 CLERK II
 1 CLERK III
 1 DEPUTY CITY ASSESSOR
 1 MOTOR VEHICLE APPRAISER

2 READER OF DEEDS / TRANSFERS
 1 SECRETARY - BOARD OF TAX ASSESSMENT
 2 SENIOR CLERK ASSESSOR
 1 SENIOR READER OF DEEDS
 1 STATISTICAL ANALYST - ASSESSOR
 1 SUPERVISOR OF REAL ESTATE
 1 SUPERVISOR OF TANGIBLE TAX
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SECTION 7 RETIREMENT OFFICE

1 ASSISTANT TO PENSION ADMINISTRATOR
 1 CLERK IV
 1 PENSION ADMINISTRATOR
 2 RETIREMENT ASSOCIATE I
 3 RETIREMENT ASSOCIATE II
 8

SECTION 8 RECORDER OF DEEDS

1 CLERK II
 3 LAND RECORDS CLERK
 1 LAND RECORDS CLERK SUPERVISOR
 1 RECORDER OF DEEDS
 5 SENIOR LAND RECORDS CLERK
 11

SECTION 9 BOARD OF TAX ASSESSMENT REVIEW

1 CHAIRPERSON - BOARD OF TAX ASSESSMENT
 4 MEMBER - BOARD OF TAX ASSESSMENT REVIEW
 5

SECTION 10 INFORMATION TECHNOLOGY

1 APPLICATIONS ADMINISTRATOR
 2 APPLICATION PROGRAMMER / ANALYST
 4 APPLICATION PROJECT MANAGER
 1 ASSISTANT TO CHIEF INFORMATION OFFICER
 1 BUSINESS SYSTEMS ANALYST
 1 CHIEF INFORMATION OFFICER
 1 CHIEF INNOVATION OFFICER
 1

- 1 PERFORMANCE ANALYST
- 1 PROCESS IMPROVEMENT STRATEGY MANAGER
- 1 SYSTEMS ADMINISTRATOR
- 1 WEBMASTER

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SECTION 11 HUMAN RESOURCES (PERSONNEL)

- 1 ASSISTANT CLAIMS EXAMINER
- 1 ASSISTANT TO HUMAN RESOURCES DIRECTOR
- 1 BENEFITS MANAGER
- 1 BENEFITS SPECIALIST
- 1 BENEFITS TECHNICIAN I
- 1 CLERK IV
- 1 CONFIDENTIAL ASSISTANT TO DIRECTOR OF HUMAN RESOURCES
- 1 COORDINATOR OF EMPLOYEE BENEFITS
- 1 DEPUTY DIRECTOR OF HUMAN RESOURCES
- 1 DEPUTY DIRECTOR OF HUMAN RESOURCES - BENEFITS
- 1 DEPUTY DIRECTOR OF HUMAN RESOURCES - EQUITY
- 1 DIRECTOR OF HUMAN RESOURCES
- 1 EQUAL EMPLOYMENT OPPORTUNITY OFFICER
- 1 HUMAN RESOURCES GENERALIST
- 1 HUMAN RESOURCES MANAGER
- 1 MEDICAL HEALTH PLAN ADMINISTRATOR
- 1 OCCUPATIONAL HEALTH OFFICER
- 1 PERSONNEL TECHNICIAN I
- 1 PERSONNEL TECHNICIAN II
- 1 RISK MANAGEMENT SPECIALIST
- 1 SENIOR BENEFITS ANALYST
- 2 SENIOR CLAIMS EXAMINER - WORKERS COMP
- 1 TRAINING COORDINATOR

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SECTION 12 COMMISSIONER OF PUBLIC SAFETY

- 2 ADMINISTRATIVE ASSISTANT TO COMMISSIONER
- 2 CHIEF CLERK - PUBLIC SAFETY
- 1 COMMISSIONER OF PUBLIC SAFETY
- 1 COORDINATOR OF PUBLIC SAFETY / FISCAL OFFICER
- 1 DEPUTY COMMISSIONER OF PUBLIC SAFETY
- 1 DEPUTY DIRECTOR OF FISCAL OPERATIONS - PUBLIC SAFETY
- 1 INVESTIGATIVE CLERK
- 1 MIS DIRECTOR
- 1 PAYROLL ANALYST - PUBLIC SAFETY
- 2 SENIOR FISCAL OFFICER

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SECTION 13 FIRE DEPARTMENT

Civilian Personnel:

- 1 ACCOUNT ANALYST - PUBLIC SAFETY
- 2 ADMINISTRATIVE ASSISTANT TO FIRE CHIEF
- 1 ASSISTANT SHOP SUPERVISOR

1	CLERK III
2	CLERK IV
1	FIRE EQUIPMENT PERSON
1	HUMAN RESOURCES MANAGER - PUBLIC SAFETY
6	PLAN REVIEW INSPECTOR - FIRE
10	SENIOR MECHANIC - FIRE
1	SHOP SUPERVISOR - FIRE
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Uniform Personnel:

1	AIR SUPPLY TECHNICIAN
1	ASSISTANT FIRE CHIEF - OPERATIONS
1	ASSISTANT FIRE CHIEF
5	DEPUTY ASSISTANT FIRE CHIEF
1	DIRECTOR OF TRAINING & PROFESSIONAL DEVELOPMENT
16	FIRE BATTALION CHIEF
24	FIRE CAPTAIN
1	FIRE CAPTAIN DISPATCHER
2	FIRE CAPTAIN DIRECTOR OF TRAINING
1	FIRE CAPTAIN EMS
1	FIRE CHIEF
70	FIRE LIEUTENANT
5	FIRE LIEUTENANT DISPATCHER
1	FIRE PREVENTION CAPTAIN
7	FIRE RESCUE CAPTAIN
21	FIRE RESCUE LIEUTENANT
30	FIRE RESCUE TECHNICIAN
1	FIRE SAFETY OFFICER
1	FIRE TRAINING INSTRUCTOR
313	FIREFIGHTER
5	FIREFIGHTER CAR 56
3	FIREFIGHTER CAR 79
6	FIREFIGHTER PLAN REVIEW
1	PERSON IN CHARGE - CARPENTER SHOP
1	PERSON IN CHARGE - SUPPLY ROOM
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519	

Total Fire	545
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SECTION 14	POLICE DEPARTMENT
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Civilian Personnel:	1	ADMINISTRATIVE CONFIDENTIAL ASSISTANT - POLICE
	6	ANIMAL CONTROL OFFICER
	3	ANIMAL CONTROL TECHNICIAN
	5	ANIMAL HANDLER MOUNTED POLICE
	1	APPLICATION PROJECT MANAGER - PUBLIC SAFETY
	1	AUTOMOTIVE EQUIPMENT SUPERINTENDENT - POLICE
	2	CLERK II
	1	COMMUNITY ENGAGEMENT SPECIALIST
	5	COORDINATOR OF PUBLIC SAFETY
	1	CRIME & INFORMATION SYSTEMS SPECIALIST
	18	CUSTOMER SERVICE CLERK - PUBLIC SAFETY
	16	DETENTION OFFICER
	6	INVESTIGATIVE CLERK

1 KENNEL DIRECTOR
 3 LABORER
 37 PARKING ENFORCEMENT OFFICER
 1 PUBLIC INFORMATION OFFICER - POLICE
 1 SECRETARY - MOUNTED COMMAND
 4 SECURITY OFFICER - PARK RANGER
 1 SENIOR ANIMAL CONTROL OFFICER
 1 SENIOR INVESTIGATIVE CLERK
 2 SENIOR PARKING ENFORCEMENT OFFICER
 1 SENIOR SECURITY OFFICER - PARK RANGER
 1 STABLE SUPERVISOR MOUNTED COMMAND
 1 SUPERVISOR OF PARKING ENFORCEMENT
 2 VIN STATION CLERK
 2 VIN STATION INSPECTOR

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Uniform
Personnel:

1 DEPUTY POLICE CHIEF
 8 POLICE CAPTAIN
 1 POLICE CHIEF
 1 POLICE INSPECTOR
 20 POLICE LIEUTENANT
 4 POLICE MAJOR
 395 POLICE PERSON
 18 POLICE PERSON - TRAINEE
 64 POLICE SERGEANT

512

Total Police 636

SECTION
15

DEPARTMENT OF COMMUNICATIONS

1 ADMINISTRATIVE CREW CHIEF
 1 CHIEF RADIO ENGINEER
 2 CITY SWITCHBOARD OPERATOR
 1 CLERK II
 1 COMPUTER TECHNICIAN
 24 CONTROL CENTER OPERATOR
 7 CREW CHIEF POLICE DISPATCH
 1 DEPUTY DIRECTOR OF COMMUNICATIONS
 1 DIRECTOR OF COMMUNICATIONS
 5 FIRE ALARM TECHNICIAN
 12 FIRE DEPARTMENT DISPATCHER
 1 FOREPERSON CABLE CREW
 1 FOREPERSON LINE CREW
 1 LABORER
 12 POLICE DEPARTMENT DISPATCHER
 1 RADIO ENGINEER
 2 RADIO REPAIR TECHNICIAN
 1 SENIOR SWITCHBOARD OPERATOR
 2 TELEPHONE TECHNICIAN
 1 TERMINAL AGENCY COORDINATOR

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SECTION
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EMERGENCY MANAGEMENT/HOMELAND SECURITY

- 1 ADMINISTRATIVE ASSISTANT - EMERGENCY
MANAGEMENT
 - 1 DEPUTY DIRECTOR OF EMERGENCY MANAGEMENT
 - 1 DIRECTOR OF EMERGENCY MANAGEMENT
 - 1 PREPAREDNESS COORDINATOR
 - 1 RECOVERY COORDINATOR
-
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SECTION
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PLANNING & DEVELOPMENT

- 1 ADMINISTRATIVE ASSISTANT - DEPARTMENT OF
PLANNING & DEVELOPMENT
- 3 ADMINISTRATIVE ASSISTANT - PLANNING
- 1 ADMINISTRATIVE ASSISTANT / PURCHASING CLERK
- 1 ADMINISTRATIVE ASSISTANT TO DIRECTOR OF
PLANNING & DEVELOPMENT
- 1 ASSISTANT DIRECTOR OF BUSINESS DEVELOPMENT
- 1 ASSISTANT DIRECTOR OF FISCAL OPERATIONS
- 1 ASSISTANT DIRECTOR OF PROJECT MANAGEMENT &
CONSTRUCTION
- 1 ASSOCIATE DIRECTOR OF COMMUNITY DEVELOPMENT
- 1 ASSOCIATE DIRECTOR OF FISCAL OPERATIONS
- 1 ASSOCIATE DIRECTOR SPECIAL PROJECTS
- 1 BUSINESS & DEVELOPMENT DIRECTOR
- 1 BUSINESS DEVELOPMENT ANALYST
- 1 CHIEF CLERK - PLANNING & DEVELOPMENT
- 4 CLERK II
- 2 CLERK III
- 6 COMPLIANCE & MONITORING OFFICER
- 1 CONFIDENTIAL ASSISTANT TO BUSINESS &
DEVELOPMENT DIRECTOR
- 1 CUSTOMER SERVICE ASSOCIATE
- 1 DEPUTY DIRECTOR OF ECONOMIC DEVELOPMENT
- 1 DEPUTY DIRECTOR OF NEIGHBORHOOD RELATIONS
- 1 DEPUTY DIRECTOR OF PLANNING & DEVELOPMENT
- 1 DEPUTY DIRECTOR OF PROVIDENCE REDEVELOPMENT
AGENCY
- 1 DIRECTOR OF COMMUNICATIONS - PLANNING &
DEVELOPMENT
- 1 DIRECTOR OF COMMUNITY DEVELOPMENT
- 1 DIRECTOR OF CURRENT PLANNING
- 1 DIRECTOR OF ECONOMIC DEVELOPMENT
- 1 DIRECTOR OF FISCAL OPERATIONS
- 1 DIRECTOR OF PLANNING & DEVELOPMENT
- 1 DIRECTOR OF REAL ESTATE
- 1 ECONOMIC DEVELOPMENT COORDINATOR
- 2 FISCAL OFFICER I (FIRST 36 MONTHS)
- 3 FISCAL OFFICER II (37 - 84 MONTHS)
- 3 FISCAL OFFICER III (85 MONTHS)
- 1 GIS ANALYST
- 2 GIS COORDINATOR
- 1 GIS MANAGER
- 1 HOUSING OFFICER
- 1 HOUSING PROGRAM COORDINATOR

1 HOUSING PROGRAM SPECIALIST
 1 LEAD ABATEMENT COORDINATOR
 1 LEAD AND HEALTHY HOUSING INSPECTOR I
 1 LEAD AND HEALTHY HOUSING INSPECTOR II
 (CERTIFIED)
 1 NEIGHBORHOOD LIAISON
 1 OFFICE MANAGER - PLANNING & DEVELOPMENT
 2 PLANNER
 1 PLANNING TECHNICIAN
 9 PRINCIPAL PLANNER
 1 REAL ESTATE AIDE II
 1 REAL ESTATE COORDINATOR
 1 REHABILITATION PROGRAM MANAGER
 4 SENIOR COMPLIANCE OFFICER
 1 SENIOR COMPLIANCE OFFICER - BILINGUAL
 1 SENIOR LOAN ORIGINATION OFFICER
 1 SENIOR REAL ESTATE OFFICER
 1 SENIOR SUPERVISOR REHABILITATION SERVICES

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SECTION
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PUBLIC WORKS - ADMINISTRATION

1 ACCOUNTS PAYABLE OFFICER - PUBLIC WORKS
 1 ADMINISTRATIVE ASSISTANT - PUBLIC WORKS
 1 CLERK IV
 1 DEPUTY DIRECTOR OF PUBLIC WORKS
 1 DIRECTOR OF PUBLIC WORKS
 1 ENVIRONMENTAL COURT LIAISON
 1 FISCAL ADVISOR - PUBLIC WORKS
 3 PUBLIC WORKS CLERK

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SECTION
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PUBLIC WORKS - ENGINEERING

1 ARCHIVAL CLERK / RECORDS MANAGEMENT
 1 ASSISTANT CHIEF ENGINEER
 1 ASSOCIATE ENGINEER I
 1 ASSOCIATE ENGINEER II
 2 ASSOCIATE ENGINEER III
 2 ASSOCIATE ENGINEER IV
 1 AUTOCAD DRAFT PERSON
 1 CHIEF ENGINEER - PUBLIC WORKS
 2 CIVIL ENGINEER
 2 CIVIL ENGINEER IN TRAINING
 1 DEPUTY CHIEF ENGINEER
 1 ENGINEERING AIDE III
 2 ENGINEERING AIDE IV
 1 ENGINEERING SUPERVISOR
 1 HURRICANE BARRIER TECHNICIAN
 1 SENIOR CIVIL ENGINEER
 1 SUPERVISOR OF ENGINEERING / PLANNING

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SECTION
20

PUBLIC WORKS - ENVIRONMENTAL CONTROL

1 ASSOCIATE DIRECTOR - ENVIRONMENTAL CONTROL
 1 CITY RECYCLING COORDINATOR
 1 ENVIRONMENTAL CLERK
 7 ENVIRONMENTAL SPECIALIST
 4 LABORER - RODENT CONTROL
 1 MAINTENANCE PLANNER
 1 RODENT CONTROL SUPERVISOR
 1 SPECIAL ASSISTANT - ENVIRONMENTAL CONTROL
 1 SUPERINTENDENT OF ENVIRONMENTAL CONTROL
 1 SUPERVISOR OF ENVIRONMENTAL CONTROL

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SECTION
21

PUBLIC WORKS - HIGHWAY & BRIDGE MAINTENANCE

1 CARPENTER
 5 CEMENT FINISHER
 1 DEPUTY SUPERINTENDENT HIGHWAY
 1 DISPATCHER
 22 EQUIPMENT OPERATOR
 6 FOREPERSON
 6 HEAVY EQUIPMENT OPERATOR
 1 JUNIOR ENVIRONMENTAL ENFORCEMENT OFFICER
 23 LABORER
 1 MAINTENANCE PERSON II
 1 SUPERINTENDENT OF HIGHWAY

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SECTION
22

PUBLIC WORKS - TRAFFIC ENGINEERING

1 CLERK I - BILINGUAL
 1 CLERK II
 1 FOREPERSON TRAFFIC SIGNAL MAINTENANCE
 1 TRAFFIC ENGINEER
 1 TRAFFIC ENGINEERING ELECTRICIAN
 1 TRAFFIC MARKER & SIGNAL PERSON
 1 TRAFFIC SIGNAL MAINTENANCE FOREPERSON
 5 TRAFFIC SIGNAL MAINTENANCE PERSON
 1 TRAFFIC SIGNAL MAINTENANCE PERSON HELPER
 2 TRAFFIC SYSTEMS ANALYST

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SECTION
23

PUBLIC WORKS - SEWER CONSTRUCTION &
MAINTENANCE

1 CEMENT FINISHER
 1 EQUIPMENT OPERATOR
 1 FOREPERSON
 1 HEAVY EQUIPMENT OPERATOR
 4 LABORER
 4 SEWER CONSTRUCTION WORKER
 3 SEWER EQUIPMENT OPERATOR
 1 SUPERINTENDENT OF SEWER CONSTRUCTION

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SECTION
24

PUBLIC WORKS - GARAGE MAINTENANCE &
EQUIPMENT

- 1 ASSISTANT SHOP SUPERVISOR
 - 1 DIESEL TRUCK MECHANIC
 - 1 EQUIPMENT BODY REPAIRMAN SENIOR MECHANIC
 - 1 EQUIPMENT MAINTENANCE SUPERVISOR
 - 1 MECHANIC
 - 4 SENIOR MECHANIC
 - 1 SHOP SUPERVISOR - PUBLIC WORKS
 - 2 WELDER
-
- 12

SECTION
25

OFFICE OF PARKING ADMINISTRATOR

- 1 PARKING ADMINISTRATOR
 - 2 PARKING METER MAINTENANCE PERSON I
 - 1 PARKING METER MAINTENANCE PERSON II
-
- 4

SECTION
26

PARKS-NEIGHBORHOOD PARKS SERVICES

- 1 ADMINISTRATIVE ASSISTANT - PARKS
 - 1 ASSISTANT ELECTRICIAN
 - 1 ASSISTANT SHOP SUPERVISOR
 - 1 CLERK III
 - 1 DIRECTOR OF NEIGHBORHOOD PARK SERVICES
 - 20 EQUIPMENT OPERATOR
 - 5 FOREPERSON
 - 1 GENERAL FOREPERSON
 - 2 HEAVY EQUIPMENT OPERATOR
 - 1 INVENTORY CONTROL SUPERVISOR
 - 10 LABORER
 - 2 LIGHT EQUIPMENT OPERATOR
 - 2 MAINTENANCE PERSON III
 - 7 MAINTENANCE PERSON IV
 - 1 MANAGER OF FACILITIES & OPERATIONS - PARKS
 - 1 MECHANIC
 - 1 PARKS ELECTRICIAN
 - 3 SENIOR MECHANIC
 - 1 SHOP SUPERVISOR - PARKS
 - 1 SMALL MACHINE MECHANIC / INVENTORY CONTROL
 - 1 SUPERVISOR OF GENERAL MAINTENANCE
 - 1 SUPERVISOR OF GROUNDS MAINTENANCE
-
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SECTION
27

PARKS - FORESTRY

- 1 CITY FORESTER
- 1 COORDINATOR OF FORESTRY OPERATIONS
- 2 EQUIPMENT OPERATOR
- 1 FORESTRY CLERK

2 FORESTRY CREW LEADER
 1 FORESTRY OPERATIONS TECHNICIAN
 1 GENERAL FOREPERSON
 1 HEAVY EQUIPMENT OPERATOR
 1 LABORER
 1 TREE INSPECTOR
 1 TREE RESOURCE MANAGER
 9 TREE TRIMMER

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SECTION
28

PARKS - ZOOLOGICAL

1 ASSOCIATE VETERINARIAN TECHNICIAN
 5 LEAD ZOOKEEPER
 1 LEAD ZOOKEEPER - HERPETOLOGY
 1 VETERINARY TECHNICIAN
 1 ZOO REGISTRAR
 24 ZOOKEEPER

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SECTION
29

PARKS - BOTANICAL

1 BOTANICAL CENTER MANAGER
 1 BOTANICAL SPECIALIST
 2 CUSTOMER SERVICE REPRESENTATIVE - PARKS
 1 EDUCATION ASSISTANT
 1 EDUCATION SUPERVISOR
 1 EQUIPMENT OPERATOR
 1 FOREPERSON
 1 GARDEN CURATOR
 1 GENERAL FOREPERSON
 1 GROWER
 1 HEAVY EQUIPMENT OPERATOR
 1 HORTICULTURALIST
 4 LABORER
 4 LANDSCAPE GARDENER
 1 SUPERVISOR OF INSPECTIONS

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SECTION
30

PARKS - ROGER WILLIAMS PARK SERVICES

2 CLERK IV
 1 CURATOR MUSEUM
 2 CURATORIAL ASSISTANT
 1 DIRECTOR OF ROGER WILLIAMS PARK SERVICES
 6 EQUIPMENT OPERATOR
 1 EVENT PLANNER
 1 FACILITIES COORDINATOR CASINO
 2 FOREPERSON
 2 HEAVY EQUIPMENT OPERATOR
 4 LABORER
 2 LIGHT EQUIPMENT OPERATOR
 1 MANAGER OF EVENTS FACILITIES
 1 MUSEUM ASSISTANT
 1 MUSEUM DIRECTOR

- 1 MUSEUM EDUCATOR
- 1 MUSEUM SPECIALIST
- 1 PLANETARIUM PROGRAMMER
- 1 PRODUCTION SPECIALIST
- 1 PROGRAM VOLUNTEER COORDINATOR
- 1 ROGER WILLIAMS PARK MANAGER

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SECTION 31 PARKS - OFFICE OF THE SUPERINTENDENT

- 1 ADMINISTRATIVE ASSISTANT TO SUPERINTENDENT
- 1 CITY CENTER MANAGER
- 1 CLERK III
- 1 CONSERVATION PROGRAM COORDINATOR
- 1 CONSTRUCTION PROJECT MANAGER
- 1 DEPUTY DIRECTOR OF PARKS
- 1 DIRECTOR OF PROGRAMMING - PARKS
- 1 FISCAL ADVISOR - PARKS
- 1 LANDSCAPE ARCHITECT
- 1 PAYROLL PERSONNEL ASSISTANT - PARKS
- 1 PROGRAMMING SUPERVISOR I
- 1 PROGRAMMING SUPERVISOR II
- 1 SUPERINTENDENT OF PARKS
- 1 SUPERVISOR OF PARK IMPROVEMENTS
- 1 SUPERVISOR OF PROJECT PLANNING - PARKS

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SECTION 32 PARKS - NORTH BURIAL GROUND

- 1 CEMETERY OFFICE COORDINATOR
- 1 CITY CEMETERY DIRECTOR
- 1 CLERK I
- 1 CLERK II
- 1 CLERK NORTH BURIAL GROUND
- 5 EQUIPMENT OPERATOR
- 1 FOREPERSON
- 1 HEAVY EQUIPMENT OPERATOR
- 4 LABORER
- 2 LIGHT EQUIPMENT OPERATOR
- 1 MAINTENANCE PERSON II
- 2 SENIOR MECHANIC

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SECTION 33 RECREATION DEPARTMENT

- 1 ASSISTANT ATHLETIC COORDINATOR
- 1 ASSISTANT COORDINATOR - SUPPORT SERVICES
- 12 ASSISTANT RECREATION CENTER DIRECTOR
- 1 ATHLETIC COORDINATOR
- 2 BUS DRIVER - RECREATION
- 1 CLERK III
- 1 TRANSPORTATION COORDINATOR
- 1 DEPUTY DIRECTOR OF RECREATION
- 1 DIRECTOR OF RECREATION
- 1 DIRECTOR OF SUPPORT RECREATION SERVICES

- 1 LABORER / CUSTODIAN
 - 1 PROGRAM COORDINATOR
 - 11 RECREATION CENTER DIRECTOR
 - 1 SECRETARY - RECREATION DEPARTMENT
 - 1 SENIOR SECRETARY - RECREATION
 - 1 SPECIAL EVENTS COORDINATOR - RECREATION
-
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SECTION 34 RECREATION SEASONAL

- 11 ASSISTANT CAMP COORDINATOR
 - 11 ASSISTANT GYMNASIUM COORDINATOR
 - 11 ASSISTANT PROGRAM COORDINATOR - RECREATION
 - 11 ASSISTANT SUPERVISOR OF ACTIVITIES - RECREATION
 - 2 BUS DRIVER - RECREATION
 - 11 CAMP COORDINATOR
 - 4 CUSTODIANS - SEASONAL
 - 11 FACILITIES COORDINATOR SEASONAL
 - 11 GYMNASIUM COORDINATOR
 - 30 LIFEGUARD
 - 5 PLAY CORPS INTERN
 - 34 POOL ATTENDANT
 - 11 PROGRAM COORDINATOR - RECREATION
 - 36 RECREATION AIDE
 - 36 RECREATION LEADER SEASONAL
 - 30 REFEREE
 - 12 SENIOR LIFEGUARD
 - 1 SOCIAL WORKER
 - 5 SUMMER READING PROGRAM MANAGER
 - 10 SUMMER READING YOUTH ASSOCIATE
 - 24 SUPERVISOR OF ACTIVITIES - RECREATION
 - 1 VAN DRIVER - RECREATION
 - 36 WATCHPERSON - SEASONAL
 - 11 WELCOME DESK SUPERVISOR
-
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SECTION 35 INSPECTION & STANDARDS - ADMINISTRATION

- 2 ADMINISTRATIVE ASSISTANT - INSPECTIONS & STANDARDS
 - 1 ADMINISTRATOR COORDINATOR - INSPECTIONS & STANDARDS
 - 1 DEPARTMENT SWITCHBOARD OPERATOR
 - 1 DEPARTMENT CLERK - BILINGUAL
 - 4 DEPARTMENT CLERK - INSPECTIONS & STANDARDS
 - 1 DEPUTY DIRECTOR OF INSPECTIONS & STANDARDS
 - 1 DIRECTOR OF INSPECTION & STANDARDS
 - 1 INSPECTIONS COORDINATOR
 - 1 LEAD COURT CLERK
 - 1 RECORDING SECRETARY - BOARDS OF REVIEW
 - 1 SECRETARY TO BOARDS OF REVIEW
 - 2 SENIOR DEPARTMENT CLERK - BILINGUAL
 - 5 SENIOR DEPARTMENT CLERK - INSPECTIONS & STANDARDS
 - 1 SENIOR DEPARTMENT CLERK - SWITCHBOARD
 - 1 ZONING ASSISTANT
-
- 24

SECTION
36

INSPECTION & STANDARDS - STRUCTURES & ZONING

- 1 ALTERNATE BUILDING OFFICIAL
- 1 ASSISTANT SUPERVISOR - STRUCTURES & ZONING
- 6 BUILDING INSPECTOR I
- 2 BUILDING INSPECTOR I - APPRENTICE
- 6 BUILDING INSPECTOR II
- 5 BUILDING INSPECTOR III
- 1 BUILDING OFFICIAL
- 1 CHIEF HOUSING & COMPLIANCE
- 1 CHIEF OF STRUCTURES & ZONING
- 1 LEAD COURT CLERK
- 1 PERMIT TECHNICIAN - LEAD
- 3 PERMIT TECHNICIAN I
- 2 PERMIT TECHNICIAN II
- 1 PLANS ESTIMATOR
- 2 PLANS EXAMINER
- 1 RENEWAL INSPECTOR I
- 1 RENEWAL INSPECTOR II
- 2 RENEWAL INSPECTOR III
- 2 SENIOR PERMIT TECHNICIAN
- 2 SENIOR PLANS EXAMINER
- 1 SUPERVISOR OF CODE ENFORCEMENT

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SECTION
37

INSPECTION & STANDARDS - PLUMBING &
MECHANICAL

- 1 AIR POLLUTION & MECHANICAL INSPECTOR
- 1 CHIEF OF PLUMBING & MECHANICAL
- 1 DEPUTY CHIEF PLUMBING & MECHANICAL
- 1 MECHANICAL EQUIPMENT INSPECTOR I
- 2 MECHANICAL EQUIPMENT INSPECTOR II
- 1 MECHANICAL EQUIPMENT INSPECTOR III
- 1 PLUMBING & MECHANICAL INSPECTOR
- 1 PLUMBING INSPECTOR II
- 1 PLUMBING INSPECTOR III

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SECTION
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INSPECTION & STANDARDS - ELECTRICAL
INSTALLATION

- 1 CHIEF OF ELECTRICAL INSPECTIONS
- 1 DEPUTY CHIEF OF ELECTRICAL INSPECTIONS
- 1 ELECTRICAL INSPECTOR I
- 3 ELECTRICAL INSPECTOR II
- 1 ELECTRICAL INSPECTOR III

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SECTION
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DIVISION COMBINED WITH PLUMBING DIVISION

SECTION 40	ZONING BOARD OF REVIEW
	2 AUXILIARY MEMBER ZONING BOARD
	1 CHAIRPERSON - ZONING BOARD OF REVIEW
	6 MEMBER OF ZONING BOARD OF REVIEW
	<hr/> 9
SECTION 41	BUILDING & HOUSING BOARD OF REVIEW
	1 CHAIRPERSON - BUILDING BOARD OF REVIEW
	4 MEMBER - BUILDING BOARD OF REVIEW
	<hr/> 5
SECTION 42	DIVISION COMBINED WITH STRUCTURES & ZONING
SECTION 43	– MOVED TO LAW DEPARTMENT
SECTION 44	PUBLIC PROPERTY
	1 ADMINISTRATIVE ASSISTANT - PUBLIC PROPERTY
	1 ASSISTANT ELECTRICIAN
	1 ASSOCIATE DIRECTOR OF PURCHASING
	1 BUILDING ENERGY ADVISOR
	1 CLERK III
	1 CLERK IV
	1 COORDINATOR OF PUBLIC PROPERTY
	1 DEPUTY DIRECTOR OF PUBLIC PROPERTY
	1 DIRECTOR OF PUBLIC PROPERTY
	1 DIRECTOR OF PURCHASING
	1 ELECTRICIAN
	2 ENERGY MANAGER
	1 FISCAL ADVISOR - PUBLIC PROPERTY
	1 FLEET MANAGER
	3 FOREPERSON
	1 INSPECTOR OF PUBLIC PROPERTY
	15 LABORER / CUSTODIAN
	2 MAILROOM CLERK
	1 MAINTENANCE PERSON III POOLS & RECREATION
	1 MANAGER OF FACILITIES & OPERATIONS - PUBLIC WORKS
	1 PRINTER
	1 PURCHASING - HELP DESK SUPPORT
	1 PURCHASING - STRATEGY MANAGER
	4 PURCHASING AGENT II
	1 PURCHASING AGENT III
	1 STATIONARY EQUIPMENT OPERATOR
	1 SUPERVISOR LABORER / CUSTODIAN
	1 SUSTAINABILITY DIRECTOR
	1 SUSTAINABILITY POLICY ASSOCIATE
	1 SUSTAINABILITY STRATEGY MANAGER
	<hr/> 51

SECTION
45

HOUSING COURT

- 2 ASSOCIATE JUSTICE - HOUSING COURT
- 1 CHIEF JUDGE - HOUSING COURT
- 1 COURT CLERK
- 2 COURT CLERK - HOUSING COURT
- 1 HOUSING COURT ADMINISTRATOR
- 1 JUDGE - HOUSING COURT

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SECTION
46

OFFICE OF ARTS, CULTURE & TOURISM

- 1 CULTURAL AFFAIRS COORDINATOR
- 1 DEPUTY DIRECTOR OF ARTS, CULTURE, & TOURISM
- 1 DIRECTOR OF ARTS, CULTURE, & TOURISM
- 1 PRODUCTION COORDINATOR - ARTS & CULTURE
- 1 PROGRAM DIRECTOR OF TURNAROUND ARTS:
PROVIDENCE
- 1 PROJECT MANAGER - ARTS & CULTURE
- 1 SPONSORSHIP & MARKETING COORDINATOR

7

SECTION
47

HUMAN RELATIONS COMMISSION

- 1 EXECUTIVE DIRECTOR - HUMAN RELATIONS
COMMISSION
- 1 INVESTIGATOR - HUMAN RELATIONS COMMISSION
- 1 OUTREACH COORDINATOR - HUMAN RELATIONS
COMMISSION
- 1 SECRETARY / TRANSLATOR - HUMAN RELATIONS
COMMISSION

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SECTION
48

DEPARTMENT OF HUMAN SERVICES

- 1 DATA & EVALUATION COORDINATOR
- 1 DEPUTY DIRECTOR OF HEALTHY COMMUNITIES
OFFICE
- 1 DIRECTOR OF HEALTHY COMMUNITIES OFFICE
- 1 DIRECTOR OF SENIOR SERVICES
- 1 FISCAL COORDINATOR - HUMAN SERVICES
- 2 OUTREACH COORDINATOR - HUMAN SERVICES
- 1 PROGRAM COORDINATOR - HUMAN SERVICES
- 2 PROGRAM MANAGER - HUMAN SERVICES
- 1 SENIOR SERVICES PROGRAM ASSISTANT
- 2 BUS DRIVER - HUMAN SERVICES

13

SECTION
49

PROVIDENCE EXTERNAL REVIEW AUTHORITY

- 1 COMMUNITY LIAISON
- 1 CONFIDENTIAL SECRETARY - PERA
- 1 EXECUTIVE DIRECTOR - PERA
- 2 INVESTIGATOR - PERA

5
SECTION
50

BOARD OF CANVASSERS

- 1 ADMINISTRATOR OF ELECTIONS
- 4 CLERK BOARD OF CANVASSERS (LIMITED)
- 2 CLERK IV
- 1 CLERK IV - BILINGUAL
- 1 EXECUTIVE SECRETARY - BOARD OF CANVASSERS
- 2 MEMBER - BOARD OF CANVASSERS
- 1 SUPERVISOR OF REGISTRATION / CANVASSERS
- 1 TELLER

13
SECTION
51

BOARD OF LICENSES

- 1 CHAIRPERSON & SECRETARY - BOARD OF LICENSES
- 1 CHIEF CLERK - BOARD OF LICENSES
- 1 CLERK - FLOATING
- 4 COMMISSIONER - BOARD OF LICENSES
- 1 DATA SPECIALIST - BILINGUAL
- 1 DEPUTY LICENSE ADMINISTRATOR
- 1 LICENSE ADMINISTRATOR
- 1 LICENSE BOARD CLERK
- 2 LICENSE INSPECTOR
- 2 SENIOR LICENSE BOARD CLERK

15
SECTION
52

VITAL STATISTICS

- 1 CHIEF CLERK - VITAL STATISTICS
- 1 CITY REGISTRAR OF VITAL STATISTICS
- 2 SENIOR CLERK II - VITAL STATISTICS
- 1 SENIOR CLERK VITAL STATISTICS
- 1 VITAL STATISTICS CLERK - BILINGUAL

6
SECTION
53

CITY COUNCIL

- 1 COUNCIL MAJORITY / MINORITY
- 13 COUNCIL MEMBER
- 1 COUNCIL PRESIDENT

15

SECTION
54

CITY COUNCIL - ADMINISTRATION

- 1 ADMINISTRATIVE AIDE - CITY COUNCIL
- 1 ADMINISTRATIVE ASSISTANT - CONSTITUENT SERVICES
- 1 ADVANCE CITY COUNCIL
- 1 ASSISTANT DIRECTOR OF POLICY & RESEARCH
- 1 CHIEF OF STAFF - CITY COUNCIL
- 2 COMMUNICATIONS / CONSTITUENT SERVICES
- 1 COMMUNICATIONS ASSOCIATE
- 1 CONFIDENTIAL EXECUTIVE ASSISTANT - CITY COUNCIL
- 1 CONSTITUENT SERVICES ASSOCIATE
- 1 CONSTITUENT SERVICES COORDINATOR
- 3 DEPUTY CHIEF OF STAFF - OPERATIONS
- 1 DIRECTOR OF COMMUNICATIONS - CITY COUNCIL
- 1 DIRECTOR OF CONSTITUENT SERVICES
- 1 DIRECTOR OF POLICY & RESEARCH
- 1 EVENTS COORDINATOR
- 1 INFORMATION TECHNOLOGY SPECIALIST
- 1 POLICY ANALYST
- 2 POLICY ANALYST & RESEARCH COORDINATOR
- 1 PRESS SECRETARY
- 1 PROGRAM SPECIALIST - CONSTITUENT SERVICES
- 1 RECEPTIONIST - CITY COUNCIL
- 1 RESEARCH ANALYST - CITY COUNCIL
- 1 SECRETARY - CITY COUNCIL
- 1 SENIOR SUPERVISOR CITY COUNCIL OFFICE
- 1 SUPERVISOR OF CITY COUNCIL OFFICE

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SECTION
55

OFFICE OF THE INTERNAL AUDITOR

- 1 ASSISTANT TO INTERNAL AUDITOR
- 1 AUDITOR-IN-CHARGE - SCHOOL
- 1 AUDITOR / BUDGET ANALYST
- 1 INTERNAL AUDITOR
- 1 SENIOR AUDITOR

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SECTION
56

CITY CLERK

- 1 ADMINISTRATIVE ASSISTANT - CITY CLERK
- 1 ASSISTANT DEPUTY TO CITY CLERK
- 1 CITY CLERK
- 1 CLERK - BILINGUAL
- 2 CLERK I
- 1 CLERK IV
- 1 CLERK LIAISON
- 2 DEPUTY CITY CLERK FIRST
- 1 DEPUTY CITY CLERK SECOND
- 1 OFFICE MANAGER - CITY CLERK
- 1 PROJECT MANAGER - CITY CLERK
- 1 SECRETARY TO DIRECTOR CITY CLERK

4 STENOGRAPHIC REPORTER CITY COUNCIL
17

SECTION 57 MUNICIPAL COURT

- 1 CHIEF JUDGE - MUNICIPAL COURT
- 2 CLERK IV
- 1 CLERK PROVIDENCE MUNICIPAL COURT
- 2 CLERK TYPIST II
- 1 COURT CLERK
- 4 COURT CLERK - MUNICIPAL COURT
- 1 COURT CLERK - MUNICIPAL COURT - BILINGUAL
- 2 COURT CLERK II - MUNICIPAL COURT
- 1 DEPUTY CLERK - MUNICIPAL COURT
- 1 DEPUTY COURT ADMINISTRATOR
- 2 JUDGE - PROVIDENCE MUNICIPAL COURT
- 1 MUNICIPAL COURT ADMINISTRATOR

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SECTION 58 PROBATE COURT

- 1 CLERK OF PROBATE
- 2 COURT CLERK
- 1 DEPUTY CLERK - PROBATE COURT
- 1 JUDGE OF PROBATE

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SECTION 59 CITY TREASURER

- 1 ADMINISTRATIVE ASSISTANT - TREASURER
- 2 CHIEF CLERK - TREASURY
- 1 CITY TREASURER
- 1 CITY TREASURER & DIRECTOR OF LEGISLATIVE POLICY
- 1 CLERK II
- 2 CLERK IV
- 1 DEPUTY CITY TREASURER
- 1 DIRECTOR OF LEGISLATIVE POLICY
- 1 SENIOR AUDITOR / ANALYST

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SECTION 60 ARCHIVES

- 1 ASSISTANT DEPUTY TO CITY ARCHIVIST
- 1 CITY ARCHIVIST
- 1 DEPUTY ARCHIVIST
- 1 REFERENCE AND MULTIMEDIA ADMINISTRATOR

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SECTION 61 OFFICE OF ECONOMIC OPPORTUNITY

- 1 COMPLIANCE OFFICER
- 1 DEPUTY DIRECTOR OF OFFICE OF ECONOMIC OPPORTUNITY

- 1 DIRECTOR OF FIRST SOURCE
- 1 MBE / WBE OUTREACH DIRECTOR
- 1 SENIOR COMPLIANCE OFFICER
- 1 SENIOR COMPLIANCE OFFICER - FIRST SOURCE
- 1 SMALL BUSINESS COORDINATOR DEVELOPMENT
DIRECTOR

 7

SECTION 62

The number of employees in the Office of the Mayor shall not be limited. The Mayor may appoint without reference to civil service provisions and without the necessity for approval by the City Council, a Chief of Staff and such Deputies, Assistants, Aides, Secretaries, Stenographers, Clerks and other personnel, as he may deem necessary.

SECTION 63

No person shall be appointed to, and the City Treasurer shall not pay, nor shall an officer or employee of the city issue a check for the payment of, nor pay any salary or compensations to a person holding or claiming to hold a position in the classified service in any department which is in excess of the total number of positions or the number of any individual class of positions provided herein for the particular development; provided, however, that with the approval of the department head and the Director of Finance, said maximum may be exceeded temporarily when regular employees are absent on vacation and the excess employees do not aggregate more than the number on vacation or during the absences of employees on sick leave, and it is necessary to employ temporary employees for the duration of the employee's sick leave, or during the absences of employees who have been granted a temporary leave of absence or when in the opinion of the Director of Finance, a temporary emergency exists.

SECTION 64

Where no maximum limit is fixed on the total number of positions or the number of any individual class of positions in a department, the number of persons appointed and employees shall be determined by the unexpended appropriation available.

SECTION 65

Effective with the adoption of this Ordinance, Officers and Employees of the City of Providence may authorize Employees to perform duties of a higher rated classification only when a temporary vacancy exists in the higher rated classification, cause by leave or retirement, and that said position is funded and provided for in this Ordinance. Said assignment may be for a maximum of 90 days per fiscal year with notice to the Personnel Director. Any period longer than 90 days shall be approved by the Personnel Director and such approval with reasons for the extension shall be provided to the City Council.

SECTION 66

No officer or employee shall receive any payment deemed to be a purported retroactive payment for employment prior to the current budget year, with the exception of a binding arbitration award, a court order, or equivalent order.

SECTION 67

This ordinance shall take effect upon passage.

IN CITY COUNCIL
NOV 07 2019
FIRST READING
READ AND PASSED

Kenn Selker CLERK

IN CITY
COUNCIL
NOV 21 2019

FINAL READING
READ AND PASSED

Sabrina Mota
PRESIDENT
Tina L. Mastipanni
CLERK
ACTING

I HEREBY APPROVE.

[Signature]
Mayor
Date: 11/26/19