

THE CITY OF PROVIDENCE  
STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

CHAPTER: 1223

NO: 452 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 1144, APPROVED SEPTEMBER 20, 1957.

APPROVED: September 19, 1958

BE IT ORDAINED BY THE CITY OF PROVIDENCE:

SECTION 1: The number of employees in the DEPARTMENT of CITY  
CLERK shall not exceed ten (10). There shall be  
no more than:

- 1 City Clerk (unc.) -
- 1 Deputy City Clerk - First
- 1 Deputy City Clerk - Second
- 1 Stenographic Reporter (City Council)
- 2 Clerk Stenographer III
- 3 Clerk Stenographer II
- 1 Clerk II

SECTION 2: In the BOARD OF CANVASSERS AND REGISTRATION there  
shall be no more than:

- 1 Chairman, Board of Canvassers and Reg. (unc.)
- 2 Members of the Board of Canvassers and Reg. (unc.)
- 1 Clerk IV
- 2 Clerk III
- 2 Clerk I
- 3 Clerk Typist II
- 1 Key Punch Operator

There may be TEMPORARY

Clerk I or Clerk Typist I - unlimited  
Primary and Election Officials  
Janitors  
Equipment Workers  
Chauffeurs  
~~Part Time Clerks~~  
3 Key Punch Operators

SECTION 3: The number of employees in PROBATE COURT shall not  
exceed ten (10). There shall be no more than:

- 1 Judge of Probate (unc.)
- 1 Clerk of Probate (unc.)
- 1 Deputy Clerk, Probate Court
- 2 Clerk Stenographer II
- 2 Clerk Stenographer I
- 1 Clerk Typist II
- 1 Clerk Typist I
- 1 Clerk III

SECTION 4: The number of employees in the POLICE COURT shall not exceed twelve (12). There shall be no more than:

- 2 Police Court Judge (unc.)
- 1 Clerk, Police Court
- 1 Deputy Clerk, Police Court
- 1 Clerk Stenographer II
- 3 Clerk IV
- 4 Clerk Typist I

SECTION 5: The number of employees in the DEPARTMENT of LAW shall not exceed eight (8). There shall be no more than:

- 1 City Solicitor (unc.)
- 1 Assistant City Solicitor - First
- 1 Assistant City Solicitor - Second
- 1 Assistant City Solicitor - Third
- 1 Assistant City Solicitor - Fourth
- 1 Claim Investigator
- 2 Clerk Stenographer III

SECTION 6: The number of employees in the OFFICE of the RECORDER OF DEEDS shall not exceed seventeen (17). There shall be no more than:

- 1 Recorder of Deeds (unc.)
- 1 Deputy Recorder of Deeds
- 4 Clerk III
- 1 Clerk II
- 3 Clerk I
- 5 Clerk Typist II
- 1 Clerk Typist I
- 1 Building Custodian I

SECTION 7: The number of employees in the DEPARTMENT of CITY SERGEANT shall not exceed forty (40). There shall be no more than:

- 1 City Sergeant (unc.)
- 1 First Deputy City Sergeant
- 1 Second Deputy City Sergeant
- 1 Building Custodian III
- 11 Building Custodian I
- 1 Building Maintenance Engineer I
- 2 Stationary Fireman
- 7 Charwoman
- 2 Elevator Operator
- 1 Chief Switchboard Operator
- 3 Switchboard Operator
- 1 Clerk Stenographer I
- 3 Automobile Driver
- 2 Watchman

TEMPORARY

- 2 Stationary Fireman
- 1 Watchman

SECTION 8: The DEPARTMENT of FINANCE DIRECTOR shall not exceed seven (7). There shall be no more than:

- 1 Finance Director (unc.)
- 1 Personnel Director
- 1 Budget Officer

(Section 8 continued on next page)

SECTION 8: (Continued)

- 1 Personnel Technician
- 2 Clerk Stenographer III
- 1 Clerk Typist II

SECTION 9: The number of employees in the CONTROLLER'S DIVISION shall not exceed twenty-one (21). There shall be no more than:

- 1 City Controller
- 1 Asst. City Controller
- 1 Accountant II
- 1 Accountant I
- 1 Clerk IV
- 3 Clerk III
- 6 Clerk II
- 6 Clerk Typist II
- 1 Clerk Typist I

SECTION 10: The number of employees in the EMPLOYEES' RETIREMENT DIVISION shall not exceed five (5). There shall be no more than:

- 1 Accountant II
- 1 Clerk III
- 1 Clerk IV
- 1 Clerk Typist II
- 1 Clerk Typist I

SECTION 11: The number of employees in the TABULATING DIVISION shall not exceed eight (8). There shall be no more than:

- 1 Tabulating Equipment Supervisor
- 2 Tabulating Equipment Operator
- 3 Key Punch Operator
- 1 Asst. Tabulating Equipment Supervisor
- 1 Clerk II

SECTION 12: The number of employees in the CITY COLLECTOR'S DIVISION shall not exceed thirty-seven (37). There shall be no more than:

- 1 City Collector
- 1 Asst. City Collector
- 7 Clerk IV
- 5 Clerk III
- 1 Clerk Stenographer III
- 2 Clerk II
- 1 Clerk I
- 2 Clerk Typist I
- 4 Key Punch Operator
- 1 Automobile Driver
- 4 Parking Meter Coin Collector
- 1 Attorney (City Collector's Division) (unc.)
- 1 Clerk Stenographer I

TEMPORARY

- 6 Clerk Typist I

SECTION 13: The number of employees in the DEPARTMENT of CITY COLLECTOR, WATER BOARD COLLECTIONS shall not exceed seven (7). There shall be no more than:

- 1 Clerk IV
- 4 Clerk Typist II
- 2 Clerk Typist I

SECTION 14: The number of employees in the CITY ASSESSOR'S DIVISION shall be no more than:

- 1 City Assessor
- 1 Real Property Assessment Aide
- 1 Personal Property Assessment Aide
- 3 Assessment Aide I
- 1 Engineering Aide III
- 2 Clerk IV
- 5 Clerk III
- 1 Clerk Stenographer III
- 3 Clerk Typist II
- 5 Clerk Typist I
- 4 Key Punch Operator
- 1 Assessment Aide II
- 1 Engineering Aide II
- 1 Clerk II

TEMPORARY

Clerk I or Clerk Typist I with the approval of the Finance Director.

SECTION 15: The number of employees in the PURCHASING DIVISION shall not exceed nineteen (19). There shall be no more than:

- 1 Purchasing Agent III
- 1 Purchasing Agent II
- 5 Purchasing Agent I
- 2 Clerk III
- 1 Clerk I
- 1 Clerk Stenographer II
- 1 Clerk Stenographer I
- 3 Clerk Typist I
- 1 Supervisor-Warehouse and Inventory
- 1 Duplicating Equipment Operator
- 1 Key Punch Operator
- 1 Clerk II

SECTION 16: The number of employees in the MUNICIPAL GARAGE DIVISION shall not exceed twenty-two (22). There shall be no more than:

- 1 Garage Superintendent II
- 2 Clerk II
- 1 Clerk Typist II
- 10 Automotive Mechanic I
- 3 Laborer II
- 3 Laborer I
- 1 Clerk IV
- 1 Stationary Fireman

SECTION 17: The number of employees in the DEPARTMENT of CITY TREASURER shall not exceed seven (7). There shall be no more than:

- 1 City Treasurer (unc.)
- 1 Deputy City Treasurer
- 1 Clerk III
- 1 Clerk Stenographer III
- 1 Accountant II
- 1 Clerk Typist II
- 1 Clerk Typist I

SECTION 18: The number of employees in the BOARD OF TAX ASSESSMENT REVIEW shall not exceed four (4). There shall be no more than:

- 1 Chairman, Board of Tax Assessment Review (unc.)
- 2 Members of Board (unc.)
- 1 Secretary (unc.)

SECTION 19: The number of employees in the DEPARTMENT of COMMISSIONER OF PUBLIC SAFETY shall not exceed fourteen (14). There shall be no more than:

- 1 Commissioner of Public Safety (unc.)
- 1 Administrative Assistant to Commissioner
- 1 Clerk IV
- 1 Clerk III
- 1 Clerk Stenographer II
- 1 Clerk Typist II
- 1 Deputy Police Surgeon
- 1 Police Surgeon - First
- 1 Building Maintenance Engineer I
- 4 Building Custodian I
- 1 Building Custodian II

SECTION 20: The number of employees in the POLICE DEPARTMENT shall not exceed seven hundred five (705). There shall be no more than:

- 1 Police Chief
- 3 Police Commander
- 8 Police Captain
- 18 Police Lieutenant
- 53 Police Sergeant
- 426 Police Patrolman
- 7 Detective I
- 4 Police Woman
- 5 Clerk IV
- 11 Clerk III
- 14 Clerk Stenographer III
- 3 Clerk Typist II
- 1 Clerk Typist I
- 4 Police Matron
- 1 Physical Director, Police
- 1 Police Switchboard Chief Operator
- 3 Police Switchboard Operator
- 3 Police Signal Operator
- 4 Mechanic I
- 6 Building Custodian I
- 9 Police Patrol Driver
- 1 Police Equipment Superintendent

(Section 20 continued on next page)

SECTION 20: (Continued)

- 1 Radio Engineer
- 1 Laborer I
- 12 Parking Woman Checker (unc.)

PART-TIME

- 4 Police Switchboard Operator
- 1 Police Matron
- 70 School Crossing Guard
- 30 Police Trainee

The number of policemen allowed may be increased by the number of graduate trainees, not to exceed 8, for whom there are no immediate vacancies.

SECTION 21: The number of employees in the FIRE DEPARTMENT shall not exceed five hundred forty-five (545). There shall be no more than:

- 1 Fire Chief
- 1 Assistant Fire Alarm Superintendent
- 16 Battalion Chief
- 1 Fire Alarm Superintendent
- 1 Fire Equipment Superintendent II
- 1 Fire Equipment Superintendent I
- 31 Fire Captain
- 56 Fire Lieutenant
- 391 Fireman
- 1 Clerk Stenographer III
- 2 Building Custodian I
- 1 Maintenance Man II
- 4 Maintenance Man I
- 1 Equipment Operator I
- 5 Automotive Mechanic I
- 8 Fire Alarm Technician
- 2 Mechanic I
- 1 Clerk III
- 1 Building Maintenance Supervisor

PART-TIME

- 20 Fire Trainees

The number of firemen allowed may be increased by the number of graduate trainees, not to exceed 8, for whom there are no immediate vacancies.

SECTION 22: The number of employees in the DEPARTMENT of SUPER-INTENDENT of WEIGHTS and MEASURES shall not exceed five (5). There shall be no more than:

- 1 Superintendent of Weights and Measures
- 1 First Deputy City Sealer
- 1 Second Deputy City Sealer
- 1 First Deputy City Weigher
- 1 Second Deputy City Weigher

SECTION 23: The number of employees in the DEPARTMENT OF BUILDING INSPECTION ADMINISTRATION shall not exceed thirteen (13). There shall be no more than:

- 1 Director of Building Inspection
- 1 Plan Estimator
- 1 Clerk IV
- 1 Clerk III
- 1 Clerk Stenographer III
- 2 Clerk Stenographer II
- 1 Clerk Stenographer I
- 2 Clerk Typist II
- 2 Clerk Typist I
- 1 Automobile Driver

SECTION 24: The number of employees in the DEPARTMENT OF BUILDING INSPECTION - STRUCTURES AND ZONING DIVISION shall not exceed twelve (12). There shall be no more than:

- 1 Chief Inspector of Structures and Zoning
- 1 Bldg. Inspector III
- 2 Bldg. Inspector II
- 8 Bldg. Inspector I

SECTION 25: The number of employees in the DEPARTMENT OF BUILDING INSPECTION - PLUMBING, DRAINAGE and GAS PIPING DIVISION shall not exceed six (6). There shall be no more than:

- 1 Chief Inspector of Plumbing, Drainage and Gas Piping
- 1 Plumbing Inspector III
- 4 Plumbing Inspector I

SECTION 26: The number of employees in the DEPARTMENT OF BUILDING INSPECTION - ELECTRICAL INSTALLATIONS DIVISION shall not exceed six (6). There shall be no more than:

- 1 Chief Inspector of Electrical Installations
- 1 Electrical Inspector III
- 4 Electrical Inspector I

SECTION 27: The number of employees in the DEPARTMENT OF BUILDING INSPECTION - AIR POLLUTION, MECHANICAL EQUIPMENT and INSTALLATIONS DIVISION shall not exceed nine (9). There shall be no more than:

- 1 Chief Inspector of Air Pollution, Mechanical Equipment and Installations
- 1 Air Pollution & Mechanical Equipment Inspector III
- 3 Air Pollution & Mechanical Equipment Inspector II
- 3 Air Pollution & Mechanical Equipment Inspector I
- 1 Steam Engineering Examiner

SECTION 28: The number of employees in the DEPARTMENT OF TRAFFIC ENGINEER shall not exceed thirty-nine (39). There shall be no more than:

- 1 Traffic Engineer (unc.)
- 1 Traffic Engineer I
- 1 Traffic Engineer II
- 1 Traffic Engineer III
- 1 Clerk Stenographer III
- 1 Clerk Stenographer II
- 1 Clerk Stenographer I
- 1 Clerk IV
- 1 Clerk III
- 2 Maintenance Man II
- 8 Maintenance Man I
- 1 Traffic Signal Maintenance Man II
- 4 Traffic Signal Maintenance Man I
- 1 Parking Meter Maintenance Man II
- 2 Parking Meter Maintenance Man I
- 3 Engineering Aide III
- 3 Engineering Aide II
- 1 Traffic Marker & Sign Man I

TEMPORARY

- 5 Laborer I

SECTION 29: The number of employees in the DEPARTMENT of PUBLIC WORKS - GENERAL ADMINISTRATION shall not exceed four (4). There shall be no more than:

- 1 Director of Public Works (unc.)
- 1 Deputy Director of Public Works
- 1 Clerk Stenographer III
- 1 Automobile Driver

SECTION 30: The number of employees in the DEPARTMENT of PUBLIC WORKS - BUSINESS MANAGEMENT OFFICE shall not exceed ten (10). There shall be no more than:

- 1 Business Manager
- 2 Clerk IV
- 2 Clerk III
- 1 Clerk Stenographer III
- 1 Clerk I
- 1 Clerk Typist II
- 2 Key Punch Operator

SECTION 31: The number of employees in the DEPARTMENT of PUBLIC WORKS - ENGINEERING OFFICE shall not exceed thirty-two (32). There shall be no more than:

- 1 Chief Civil Engineer
- 3 Associate Engineer III
- 3 Associate Engineer I
- 15 Engineering Aide III
- 3 Engineering Aide II
- 5 Engineering Aide I
- 2 Automobile Driver

SECTION 32: The number of employees in the DEPARTMENT of PUBLIC WORKS - SANITATION ADMINISTRATION OFFICE shall not exceed two (2). There shall be no more than:

- 1 Chief of Sanitation Division
- 1 Clerk III



SECTION 33: The Number of employees in the DEPARTMENT of PUBLIC WORKS - SANITATION DIVISION - STREET CLEANING SECTION shall not exceed:

- 2 Labor Foreman General II
- 5 Labor Foreman General I
- 16 Equipment Operator II
- 8 Equipment Operator I
- Laborer II
- Laborer I

SECTION 34: The number of employees in the DEPARTMENT of PUBLIC WORKS - SANITATION DIVISION - SEWAGE PUMPING STATION SECTION shall not exceed fourteen (14). There shall be no more than:

- 1 Pumping Station Engineer
- 4 Stationary Equipment Operator
- 9 Screenman

SECTION 35: The number of employees in the DEPARTMENT of PUBLIC WORKS - SANITATION DIVISION - SEWAGE DISPOSAL SECTION shall not exceed forty-five (45). There shall be no more than:

- 1 Superintendent of Sewage Disposal
- 1 Bacteriologist II
- 4 Sewage Disposal Works Foreman
- 21 Sewage Disposal Works Operator
- 1 Maintenance Foreman
- 1 Mechanic II
- 1 Mechanic I
- 9 Laborer II
- 4 Laborer I
- 1 Bacteriologist I
- 1 Clerk III

SECTION 36: The number of employees in the DEPARTMENT of PUBLIC WORKS - SANITATION DIVISION - GARBAGE COLLECTION and DISPOSAL SECTION shall not exceed one hundred twenty. (120), provided, however, that in case of any emergency requiring immediate action the Superintendent of the Incinerator may, with the approval of the Director of Public Works and the Finance Director of the City of Providence hire and employ in excess of the total number of positions or the number of any individual class of position provided herein; provided, further that the total so employed shall in no case exceed fifteen (15), and shall be assigned to one or more classes designated herein. In arriving at the above total (120), six (6) full working days shall be equivalent to one (1) employee, in respect to employees paid on a daily basis. There shall be no more than:

- 1 Superintendent of Incinerator
- 1 Assistant Superintendent of Incinerator
- 1 Superintendent of Garbage Collection

(Section 36 continued on next page)

(Section 36 continued)

- 2 Labor Foreman General II
- 22 Equipment Operator I (Incinerator)
- 2 Equipment Operator I
- 1 Turbine Operator II
- 4 Turbine Operator I
- 2 Mechanic III
- 1 Mechanic II
- 1 Mechanic I
- 9 Stationary Fireman
- 5 Crane Operator
- 4 Boiler Room Foreman (Incinerator)
- 1 Clerk IV
- 1 Clerk Typist II
- 1 Building Custodian I
- 44 Laborer (Garbage Collection)
- 17 Laborer I

SECTION 37: The number of employees in the DEPARTMENT of PUBLIC WORKS - SANITATION DIVISION - REFUSE COLLECTION and DISPOSAL SECTION shall not exceed twenty-eight (28); provided, however, that in case of any emergency requiring immediate action the Director of Public Works may with the approval of the Finance Director of the City of Providence, hire and employ Equipment Operator I; Equipment Operator II; and Laborer I in excess of the number allowed herein; provided further that the total so employed shall in no case exceed five (5) and shall be assigned to one of the above designated classes. In arriving at the total of these classes twenty-eight (28), five (5) full working days shall be equivalent to one (1) employee. There shall be no more than:

- 1 Supervisor of Refuse Collection
- 1 Equipment Operator II
- 8 Equipment Operator I (Refuse Collection)
- 1 Clerk Typist II
- 1 Laborer I
- 16 Laborer (Refuse Collection)

SECTION 38: The number of employees in the DEPARTMENT of PUBLIC WORKS - SANITATION DIVISION - EQUIPMENT, SHOP & STORES REVOLVING FUND shall not exceed ten (10). There shall be no more than:

- 1 Garage Superintendent I
- 5 Automotive Mechanic I
- 3 Laborer I
- 1 Clerk Typist II

SECTION 39: The number of employees in the DEPARTMENT of PUBLIC WORKS - CONSTRUCTION and MAINTENANCE DIVISION - ADMINISTRATION shall not exceed one (1). There shall be no more than:

- 1 Chief of Construction and Maintenance

SECTION 40: The number of employees in the DEPARTMENT of PUBLIC WORKS - CONSTRUCTION and MAINTENANCE DIVISION - HIGHWAY SECTION shall be no more than:

- 1 Superintendent of Highways
- 1 Asst. Highway Superintendent
- 1 Highway Yard Foreman
- 7 Labor Foreman General I
- 10 Labor Foreman General II
- 1 Highway Office Manager
- 1 Clerk IV
- 1 Clerk III
- 3 Clerk II
- 4 Clerk Typist II
- 3 Clerk Typist I
- 1 Automobile Driver
- 1 Building Custodian I
- 1 Switchboard Operator
- 3 Highway Construction Foreman
- 1 Mechanic II
- 31 Paver
- 1 Stationary Fireman
- 1 Charwoman
- Watchman
- Equipment Operator II
- Equipment Operator I
- Laborer II
- Laborer I
- Cement Finisher

TEMPORARY

Laborer I

SECTION 41: The number of employees in the DEPARTMENT of PUBLIC WORKS - CONSTRUCTION and MAINTENANCE DIVISION - BRIDGE MAINTENANCE SECTION shall not exceed fourteen (14). There shall be no more than:

- 1 Labor Foreman General II
- 1 Labor Foreman General I
- 1 Equipment Operator I
- 11 Laborer II

SECTION 42: The number of employees in the DEPARTMENT of PUBLIC WORKS - CONSTRUCTION and MAINTENANCE DIVISION - SIDEWALKS and CURBING SECTION shall not exceed five (5). There shall be no more than:

- 1 Inspector of Sidewalks
- 2 Engineering Aide I
- 1 Clerk Stenographer II
- 1 Labor Foreman General I

SECTION 43: The number of employees in the DEPARTMENT of PUBLIC WORKS - CONSTRUCTION and MAINTENANCE DIVISION - FORESTRY SECTION shall not exceed twenty-one (21). There shall be no more than:

- 1 City Forester
- 1 Labor Foreman General II
- 1 Building Custodian I
- 2 Equipment Operator I
- 8 Tree Trimmer
- 8 Laborer I

SECTION 44: The number of employees in the DEPARTMENT of PUBLIC WORKS - CONSTRUCTION and MAINTENANCE DIVISION - SNOW REMOVAL SECTION shall be:

Unlimited (except by appropriation)

SECTION 45: The number of employees in the DEPARTMENT of PUBLIC WORKS - CONSTRUCTION and MAINTENANCE DIVISION - SEWER CONSTRUCTION and MAINTENANCE SECTION shall be no more than:

- 1 Superintendent of Sewer Construction and Maint.
- 1 Engineering Aide II
- 5 Labor Foreman General II
- 2 Clerk III
- 1 Clerk Typist II
- 6 Equipment Operator II
- 5 Equipment Operator I
- 4 Sewer & Drain Inspector
- 2 Sewer Construction Foreman
- 8 Sewer Basin Man
- 8 Sewer Construction Worker
- 1 Watchman
- Laborer II
- Laborer I

SECTION 46: The number of employees in the DEPARTMENT of PUBLIC WORKS - CONSTRUCTION and MAINTENANCE DIVISION - PUBLIC BUILDINGS SECTION shall not exceed eighteen (18). There shall be no more than:

- 1 Superintendent of Public Buildings
- 1 City Architect
- 1 Architectural Draftsman I
- 1 Architectural Draftsman II
- 2 Clerk III
- 1 Clerk Stenographer III
- 1 Clerk Stenographer I
- 1 Clerk Typist I
- 2 Building Maintenance Supervisor
- 1 Maintenance Man III
- 1 Laborer II
- 2 Building Tradesworker
- 1 Automobile Driver
- 1 Associate Engineer III
- 1 Clerk IV

SECTION 47: The number of employees in the DEPARTMENT of PUBLIC WORKS - SEWER CONSTRUCTION and MAINTENANCE SECTION - EQUIPMENT SHOP and STORES REVOLVING FUND shall not exceed nine (9). There shall be no more than:

- 1 Clerk III
- 1 Mechanic III
- 1 Mechanic II
- 1 Maintenance Man II
- 1 Equipment Operator II
- 1 Laborer II
- 1 Laborer I
- 2 Automotive Mechanic II

SECTION 48: The number of employees in the DEPARTMENT of PUBLIC WORKS - CONSTRUCTION and MAINTENANCE DIVISION - EQUIPMENT SHOP and STORES REVOLVING FUND shall not exceed thirty-five (35). There shall be no more than:

- 1 Garage Superintendent I
- 1 Labor Foreman General I
- 10 Mechanic III
- 10 Mechanic II
- 3 Mechanic I
- 8 Laborer II
- 2 Equipment Operator II

SECTION 49: The number of employees in the DEPARTMENT of PUBLIC WORKS - PUBLIC SERVICE DIVISION - ADMINISTRATION SECTION shall not exceed one (1). There shall be no more than:

- 1 Public Service Engineer

SECTION 50: The number of employees in the DEPARTMENT of PUBLIC WORKS - PUBLIC SERVICE DIVISION - STREET LIGHTING SECTION shall not exceed one (1). There shall be no more than:

- 1 Clerk IV

SECTION 51: The number of employees in the DEPARTMENT of PUBLIC WORKS - PUBLIC SERVICE DIVISION - MUNICIPAL DOCK SECTION shall not exceed ten (10). There shall be no more than:

- 1 Port Agent
- 1 Superintendent of Municipal Docks
- 1 Labor Foreman General I
- 3 Laborer II
- 3 Laborer I
- 1 Watchman

SECTION 52: The number of employees in the DEPARTMENT of PUBLIC WORKS - PUBLIC SERVICE DIVISION - DRAW BRIDGE OPERATION SECTION, shall not exceed twelve (12). There shall be no more than:

- 1 Bridge Superintendent II
- 2 Bridge Superintendent I
- 4 Bridge Operator
- 5 Gateman

SECTION 53: The number of employees in the DEPARTMENT of PUBLIC WORKS - PUBLIC SERVICE DIVISION - HARBORMASTER SECTION shall not exceed two (2). There shall be no more than:

- 1 Clerk III

TEMPORARY

- 1 Clerk III

SECTION 54: The number of employees in the DEPARTMENT OF PUBLIC WORKS - PUBLIC SERVICE DIVISION - FAMILY AND BUSINESS RELOCATION SERVICE SECTION shall not exceed five (5). There shall be no more than:

- 1 Family & Business Relocation Serv. Administrator
- 2 Social Case Worker
- 1 Sanitarian
- 1 Clerk Stenographer I

SECTION 55: The number of employees in the DEPARTMENT OF HEALTH ADMINISTRATION shall not exceed three (3). There shall be no more than:

- 1 Superintendent of Health (unc.)
- 1 Clerk Stenographer III

PART-TIME

- 1 Clerk I

SECTION 56: The number of employees in the DEPARTMENT OF HEALTH - VITAL STATISTICS shall not exceed eight (8). There shall be no more than:

- 1 Clerk IV
- 1 Key Punch Operator
- 3 Clerk Typist II
- 3 Clerk Typist I

SECTION 57: The number of employees in the DEPARTMENT OF HEALTH - MEDICAL - COMMUNICABLE DISEASES shall not exceed nineteen (19). There shall be no more than:

- 2 Public Health Physician II
- 1 Public Health Physician I
- 1 Supervising Public Health Nurse (T.B.)
- 1 Supervising Public Health Nurse (Comm. Disease)
- 9 Public Health Nurse (Comm. Disease)
- 1 X-Ray Technician I
- 2 Clerk Typist II
- 1 Clerk Typist I
- 1 Clerk Stenographer II

SECTION 58: The number of employees in the DEPARTMENT OF HEALTH-MEDICAL - CHILD HYGIENE shall not exceed eleven (11). There shall be no more than:

- 1 Public Health Nursing Director
- 1 Clerk Stenographer II
- 1 Clerk Typist I
- 1 Clerk I
- 7 Public Health Nurse (Child Hygiene)

SECTION 59: The number of employees in the DEPARTMENT OF HEALTH-SANITATION - FOOD AND MILK INSPECTION shall not exceed nineteen (19). There shall be no more than:

- 1 Deputy Health Officer and  
Deputy Inspector of Milk
- 1 Dairy Inspector
- 1 Chief of Licenses
- 2 Sanitary Bacteriologist
- 1 Chemist

(Section 59 continued on next page)

SECTION 59: (Continued)

- 1 Kosher Food Inspector
- 1 Sanitarian
- 5 Sanitarian Aide II
- 4 Sanitarian Aide I
- 1 Clerk Stenographer II
- 1 Building Custodian I

SECTION 60: The number of employees in the DEPARTMENT OF HEALTH-SANITATION - ENVIRONMENT CONTROL shall not exceed twenty-six (26). There shall be no more than:

- 1 Sanitarian
- 2 Sanitarian Aide II
- 2 Sanitarian Aide I
- 1 Labor Foreman General II
- 3 Equipment Operator I
- 11 Laborer I
- 2 Clerk Typist I

TEMPORARY

- 4 Laborer I

SECTION 61: The number of employees in the DEPARTMENT OF HEALTH-BATH HOUSES AND COMFORT STATIONS, shall not exceed forty-five (45). There shall be no more than:

- 1 Superintendent of Bath Houses & Comfort Stations
- 1 Maintenance Man I
- 20 Bath House Attendant II
- 20 Bath House Attendant I
- 1 Clerk Typist II

PART-TIME

- 1 Bath House Attendant II
- 1 Bath House Attendant I

SECTION 62: The number of employees in the CHARLES V. CHAPIN HOSPITAL shall not exceed:

- 1 Hospital Superintendent (unc.)
- 1 Institution Business Manager
- 1 Clinical Director (General)
- 1 Second Asst. Clinical Director (General)
- 1 Clinical Director Psychiatric
- 1 Asst. Clinical Director (General)
- 1 Physical Therapist I
- 1 Physical Therapist II
- 1 Senior Resident Physician
- 3 2 Resident Physician
- 1 Clinical Psychologist
- 1 X-Ray Technician I
- 2 X-Ray Technician II
- 1 X-Ray Technician III
- 1 Pathologist
- 1 Roentgenologist (Consulting)
- 1 Occupational Therapist
- 1 Occupational Therapy Aide
- 1 Assistant Director of Laboratories
- 1 Laboratory Assistant
- 1 Bacteriologist II

(Section 62 continued on next page)

SECTION 62: (Continued)

- 2 Psychiatric Social Worker
- 2 Bacteriologist I
- 2 Chemist I
- 2 Laboratory Technician II
- 2 Laboratory Technician I
- 1 Pharmacist II
- 2 Pharmacist I
- 1 Medical Record Librarian
- 1 Director of Nursing Service and School of Nursing
- 2 Asst. Director of Nursing Service
- 4 Supervisor of Nurses
- 2 Asst. Supervisor of Nurses
- 1 Instructor of Nurses
- 1 Asst. Instructor of Nurses
- 2 Clinical Instructor of Nurses
- 9 Head Nurse Wards
- 9 Asst. Head Nurse - Wards
- 1 Head Nurse - Operating Room
- 1 Head Nurse - Out-patient Department
- 1 Accountant II
- 6 Switchboard Operator
- 4 Clerk IV
- 1 Clerk III
- 2 Clerk Stenographer II
- 9 Clerk Stenographer I
- 2 Clerk Typist II
- 5 Clerk Typist I
- 1 Maintenance Man III
- 2 Maintenance Man II
- 1 Maintenance Man I
- 1 Building Maintenance Supervisor
- 1 Building Maintenance Engineer I
- 1 Building Maintenance Engineer II
- 2 Institution Maintenance Mechanic
- 4 Stationary Fireman
- 1 Laborer II
- 3 Laborer I
- 2 Watchman
- 2 Housemother
- 2 Matron II
- 48 Institution Utility Worker I
- 1 Social Case Worker
- 2 Institution Utility Worker II
- 24 Institution Attendant
- 1 Dietitian II
- 1 Dietitian I
- 1 Cook III
- 1 Cook II
- 3 Cook I
- 2 Baker
- 1 Laundry Worker III
- 1 Laundry Worker II
- 23 Laundry Worker I
- 6 Automobile Driver
- 18 Institution Ward Porter
- Staff Nurse (unlimited)
- Ward Secretary (unlimited)
- Practical Nurse (unlimited)
- Nurses Aide (unlimited)



SECTION 63: The number of employees in the DEPARTMENT OF PUBLIC WELFARE - WELFARE ADMINISTRATION shall not exceed eleven (11). There shall be no more than:

- 1 Director of Public Welfare (unc.)
- 1 Accountant I
- 1 Clerk IV
- 1 Clerk II
- 1 Clerk Stenographer III
- 1 Clerk Stenographer II
- 1 Clerk Typist II
- 1 Switchboard Operator
- 1 Supervisor of Domestic Relations
- 2 Building Custodian I

SECTION 64: The number of employees in the DEPARTMENT OF PUBLIC WELFARE - GENERAL PUBLIC ASSISTANCE ADMINISTRATION shall not exceed ninety-two (92). There shall be no more than:

- 3 Case Work Supervisor
- 31 Social Case Worker
- 1 Attorney (Welfare)
- 1 Clerk IV
- 1 Clerk I
- 7 Clerk Stenographer II
- 17 Clerk Stenographer I
- 5 Clerk Typist II
- 14 Clerk Typist I
- 1 Switchboard Operator
- 6 Building Custodian I
- 1 Equipment Operator I
- 1 Maintenance Man II

TEMPORARY

- 3 Social Case Worker Trainee

SECTION 65: The number of employees in the PARKS COMMISSION - PARKS ADMINISTRATION shall not exceed five (5). There shall be no more than:

- 1 Superintendent of Parks (unc.)
- 1 Clerk Stenographer III
- 1 Clerk III
- 2 Clerk II

SECTION 66: The number of employees in the PARK COMMISSION - PARKS GENERAL and ROGER WILLIAMS PARK combined shall be no more than:

- 1 Park Foreman General
- 5 Labor Foreman General II
- 4 Labor Foreman General I
- 1 Maintenance Man II
- 1 Mechanic III
- 4 Equipment Operator II
- 7 Equipment Operator I
- 1 Mechanic II
- 4 Watchman
- 1 Bath House Attendant I
- Laborer II
- Laborer I

SECTION 67: The number of employees in the PARK COMMISSION - MUNICIPAL GOLF COURSE shall not exceed:

- 1 Golf Course Superintendent
- 1 Automotive Mechanic I
- 2 Equipment Operator I
- Laborer II
- Laborer I

TEMPORARY

- 1 Clerk II
- 2 Watchman

SECTION 68: The number of employees in the PARK COMMISSION - PARK MUSEUM shall not exceed six (6). There shall be no more than:

- 1 Curator
- 1 Instructor Nature Study
- 1 Clerk Stenographer I
- 1 Charwoman
- 1 Building Custodian I
- 1 Maintenance Man I

SECTION 69: The number of employees in the DEPARTMENT OF RECREATION shall not exceed three hundred and eighty-three (383). There shall be no more than:

- 1 Director of Recreation (unc.)
- 2 Asst. Director of Recreation
- 1 Maintenance Man III
- 1 Maintenance Man II
- 6 Recreation Center Director
- 2 Labor Foreman General II
- 1 Clerk Typist II
- 4 Laborer II
- 3 Laborer I
- 5 Recreation Leader
- 1 Clerk IV
- 3 Recreation Supervisor
- 7 Building Custodian I
- 10 Co-Director Recreation (unc.)
- 3 Mechanic II
- 1 Clerk III
- 1 Watchman
- 3 Engineer (Swimming Pools) (unc.)
- 2 Recreation Program Supervisor

TEMPORARY

- 18 Laborer I
- 1 Watchman
- 93 Playground Director or Recreation Leader
- 50 Physical Education Instructor (unc.)
- 25 Referee (unc.)
- 33 School Janitor (unc.)
- 23 Supervisor (unc.)
- 7 Playground Supervisor
- 16 Scorekeeper
- 1 Supervisor (Swimming Pools)
- 12 Watchman ( " " )
- 12 Counter Person ( " " )
- 12 Hygiene Inspector ( " " )
- 20 Life Guard ( " " )
- 3 Checker ( " " )

SECTION 70: The number of employees in the ZONING BOARD of REVIEW shall not exceed nine (9). There shall be no more than:

- 1 Chairman of the Board (unc.)
- 4 Members of the Board (unc.)
- 1 Secretary, Board of Review (Zoning)
- 1 Clerk Stenographer II
- 1 Clerk Stenographer I
- 1 Clerk Typist I

SECTION 71: The number of employees in the BUILDING BOARD of REVIEW shall not exceed six (6). There shall be no more than:

- 1 Secretary, Board of Review (Building)
- 1 Chairman of the Board (unc.)
- 4 Members of the Board (unc.)

SECTION 72: The number of employees in the CITY PLAN COMMISSION shall not exceed fourteen (14). There shall be no more than:

- 1 Planning Director (unc.)
- 2 Planner IV
- 3 Planner III
- 2 Planner II
- 3 Engineering Aide III
- 1 Clerk Stenographer III
- 1 Clerk Stenographer I
- 1 Chief of Urban Renewal Planning

SECTION 73: The number of employees in the PROVIDENCE REDEVELOPMENT AGENCY shall not exceed twenty-three (23). There shall be no more than:

- 1 Chief of Planning
- 1 Executive Director (unc.)
- 1 Asst. to Executive Director
- 1 Planner IV
- 1 Planner III
- 1 Planner II
- 1 Engineering Aide III
- 1 Accountant I
- 1 Attorney I (Redevelopment Agency) (unc.)
- 1 Attorney II( " " " ) (unc.)
- 1 Chief of Renewal Services (Redevelopment Agency)
- 1 Real Estate Officer ( " " " )
- 1 Senior Engineer ( " " " )
- 2 Project Supervisor ( " " " )
- 1 Asst. Project Supervisor ( " " " )
- 1 Sanitarian
- 2 Clerk Stenographer III
- 1 Clerk Stenographer II
- 2 Clerk Stenographer I
- 1 Social Case Worker

SECTION 74: The number of employees in the BUREAU of LICENSES shall not exceed eight (8). There shall be no more than:

- 1 Chairman and Secretary, Bureau of Licenses (unc.)
- 2 Commissioner, Bureau of Licenses (unc.)
- 1 Clerk Stenographer III
- 1 Clerk Typist I
- 1 Clerk IV
- 1 Clerk III
- 1 Automobile Driver

SECTION 75: The number of employees in the MINIMUM HOUSING STANDARDS DIVISION shall not exceed thirteen (13). There shall be no more than:

- 1 Director of Minimum Housing Standards Div.
- 1 Chief Housing Inspector
- 1 Housing Inspector II
- 3 Housing Inspector I
- 1 Chairman - Board of Review (unc.)
- 4 Members - Board of Review (unc.)
- 1 Clerk Stenographer II
- 1 Clerk Typist I

SECTION 76: The number of employees in the CIVILIAN DEFENSE COUNCIL shall not exceed three (3). There shall be no more than:

- 1 Director of Civilian Defense (unc.)
- 1 Clerk Stenographer I
- 1 Clerk Typist I

SECTION 77: The number of employees in the WATER SUPPLY BOARD-WATER ADMINISTRATION shall not exceed forty-seven (47). There shall be no more than:

- 1 Chairman (unc.)
- 1 Deputy Chief Engineer
- 3 Members of Water Supply Board (unc.)
- 1 Chief Engineer (unc.)
- 1 Attorney (Water)
- 1 Business Office Manager
- 4 Clerk IV
- 1 Clerk III
- 2 Clerk Typist I
- 8 Clerk Typist II
- 2 Accountant I
- 2 Switchboard Operator
- 1 Automobile Driver
- 3 Engineering Aide III
- 2 Engineering Aide II
- 2 Engineer Trainees
- 3 Associate Engineer III
- 6 Associate Engineer I
- 1 Charwoman
- 1 Building Custodian I
- 1 Building Custodian II

SECTION 78: The number of employees in the WATER SUPPLY BOARD -  
SOURCE of SUPPLY shall not exceed:

- 1 Supt. of Filtration
- 1 Chief Chemist
- 2 Chemist I
- 1 Bacteriologist II
- 1 Clerk Typist II
- 9 Stationary Equipment Operator
- 1 Master Mechanic
- 1 Asst. Master Mechanic
- 1 Forester (Source of Supply)
- 1 Labor Foreman II (Water)
- 6 Rain Gauge Keeper
- 1 Hydro-Electric Station Operator
- 7 Laborer II
- Laborer I

SECTION 79: The number of employees in the WATER SUPPLY BOARD -  
TRANSMISSION and DISTRIBUTION shall be no more than:

- 1 Division Engineer (Trans. & Distr.)
- 1 Clerk III
- 1 Clerk II
- 10 Labor Foreman II (Water)
- 3 Labor Foreman I (Water)
- 4 Mechanic II
- 3 Switchboard Operator
- 1 Clerk Typist II
- 1 Clerk Typist I
- 3 Watchman
- 1 Automotive Mechanic I
- 4 Stationary Equipment Operator
- 1 Stationary Fireman
- Laborer II
- Laborer I
- Equipment Operator II
- Equipment Operator I
- Caulker

SECTION 80: The number of employees in the WATER SUPPLY BOARD -  
METER DIVISION shall not exceed fifty-five (55).  
There shall be no more than:

- 1 Meter Superintendent
- 1 Water Service Inspector
- 1 Accountant II
- 4 Clerk III
- 2 Clerk II
- 10 Clerk Typist II
- 5 Clerk Typist I
- 1 Clerk Stenographer II
- 1 Switchboard Operator
- 14 Meter Mechanic
- 1 Meter Reader II
- 12 Meter Reader I
- 2 Labor Foreman (Water) II

SECTION 81: 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 compensation 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 position provided herein for the particular department, provided, however, that with the approval of the Department Head and the Finance Director, 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 absence of employees due to injuries received while discharging their duties as employees, or during the absence of employees on sick leave and it is necessary to employ temporary employees for the duration of the employee's sick leave, or when in the opinion of the Finance Director, a temporary emergency exists.

SECTION 82: Where no maximum limit is fixed on the total number of positions or the number of any individual class of position in a Department, the number of persons appointed and employed shall be determined by the unexpended appropriation available.

SECTION 83: Chapter 1144 of the Ordinances of the City of Providence as approved September 20, 1957 with all amendments and additions thereto, is hereby repealed and all other Ordinances or parts thereof inconsistent herewith are likewise repealed.

SECTION 84: The limitations imposed by this Ordinance as to the total number of persons or number of any individual class of positions in a department shall not apply to those members of the armed forces of the United States of America and of the Merchant Marine who have been honorably discharged therefrom and who at the time of their induction or enlistment were employees of the City of Providence, and who makes his request within forty days after discharge to return to the employ of the City, if the position occupied or held by such person at the time of his entrance into the service of the United States of America has not been included in the total number of positions or number of any individual class of position in a department, as fixed by this Ordinance.

SECTION 85: This Ordinance shall take effect and become operative as of October 1, 1958.

\* \* \* \* \*

**IN CITY  
COUNCIL**

AUG 7 - 1958

FIRST READING  
REFERRED TO COMMITTEE ON  
FINANCE  
.....  
*D. Everett Whelan* CLERK

**IN CITY  
COUNCIL**

SEP 4 - 1958

FIRST READING  
READ AND PASSED

*D. Everett Whelan*  
CLERK

**APPROVED**

SEP 19 1958

*Walter H. Reynolds*  
.....  
MAYOR

**IN CITY  
COUNCIL**

SEP 18 1958

FINAL READING  
READ AND PASSED

*Joseph P. Kelly*  
.....  
PRESIDENT  
*D. Everett Whelan*  
CLERK

THE CITY OF PROVIDENCE  
STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

---

CHAPTER: 1224

NO: 453 AN ORDINANCE AMENDING CHAPTER 760, SECTION 1  
"ESTABLISHING A CLASSIFICATION PLAN FOR THE CITY  
PROVIDENCE", AS APPROVED AUGUST 7, 1953.

APPROVED: September 19, 1958

BE IT ORDAINED BY THE CITY OF PROVIDENCE:

SECTION 1. The Classification Plan as incorporated  
and adopted in Section 1 of Ordinance Chapter 760, entitled:  
"An Ordinance Establishing a Classification Plan for the City  
of Providence", as amended, is hereby further amended in the  
following respects:

<u>Add:</u>	ASSOCIATE ENGINEER III	(534)
	ENGINEERING TRAINEE	(525)
	FAMILY & BUSINESS RELOCATION ADMINISTRATOR	(689)
	DEPUTY CHIEF ENGINEER	(538)

<u>Change:</u>	ASSOCIATE ENGINEER II	(533)
----------------	-----------------------	-------

SECTION 2. This Ordinance shall take effect and become  
operative October 1, 1958.

IN CITY  
COUNCIL

SEP 4 - 1958

FIRST READING  
READ AND PASSED

*D. Everett Whelan*  
CLERK

APPROVED

SEP 19 1958

*Walter A. Reynolds*  
MAYOR

IN CITY  
COUNCIL

SEP 18 1958

FINAL READING  
READ AND PASSED

*Charles A. DiStefano*  
PRESIDENT  
*D. Everett Whelan*  
CLERK



# IN CITY COUNCIL

AUG 7 - 1958

FIRST READING  
REFERRED TO COMMITTEE ON  
FINANCE

*Thompson*  
CLERK

**CLASS TITLE:** Associate Engineer III

**CLASS DEFINITION:** Difficult engineering work at the professional level involving extensive responsibility for specific engineering activities of the City; and related work as required.

**DISTINGUISHING FEATURES OF WORK:** Work involves responsibility for directing engineers and other employees and personally participating in the preparation of a variety of difficult civil engineering projects. Assignments are usually outlined and work affords a wide opportunity for the exercise of individual initiative and judgment in assigning work to others, making technical engineering decisions and carrying projects to completion. Work is generally reviewed only for accomplishment and adherence to departmental standards and policies; technical supervision is available and may be exercised while work is in progress.

**ILLUSTRATIVE EXAMPLES OF WORK:** Directs others and participates in the development and execution of engineering designs, computations, drawings, specifications, estimates of quantities and costs and inspection of construction, reconstruction, repairs, maintenance and remodeling of various sewage disposal and incinerator structures and equipment, public buildings, bridges, highways, and storm and sanitary sewers and miscellaneous public works structures and equipment. Directs and supervises the activities of operating crews of city-owned bridges and supervises the repairs and maintenance of all city-owned bridges. Constructs and directs hydraulic computations and studies relative to rainfall and runoff. Directs others and participates in the development and execution of designs, computations, specifications, quantity and cost estimates, and inspection of construction, reconstruction, maintenance and remodeling of various water works operations, extensions and improvements, structures and equipment. Makes investigation and reports and prepares complete plans for reconstruction, construction, and remodeling of buildings, and similar structures, and for heating systems. Directs and supervises engineers and other employees on various engineering projects. Keeps engineering and other records and makes reports as required.

**DESIRABLE KNOWLEDGES, SKILLS AND ABILITIES:** Thorough knowledge of principles and practices of civil engineering as applied to public works construction, including a working knowledge of hydraulic and mechanical engineering. Thorough knowledge of the materials, methods and techniques of public works construction. Advanced skill in planning and conducting

-2-

engineering research work and in making complete engineering plans and specifications. Ability to plan and supervise the work of other engineers, and engineering aides. Ability to procure cooperative working relationships with subordinates and others, including the public.

QUALIFICATIONS REQUIRED FOR APPOINTMENT: Graduation from a recognised college or university with major courses in civil engineering and considerable experience in the practice of public works engineering, including supervision over the work of other engineers. Certification as a professional engineer.

USUAL LINE OF PROMOTION: FROM: Associate Engineer II  
TO:

7/58

ENGINEERING TRAINEE

CLASS TITLE: Engineering Trainee

CLASS DEFINITION: Practical engineering work approaching the professional level in both field and office operations, with minor assignments in design, planning, development and maintenance of water works or public works facilities or other specific engineering activities of the City.

DISTINGUISHING FEATURES OF WORK: Work involves the practical application of engineering knowledge and training to minor projects of design, layout, and development of water works and public works facilities. Duties are performed under the guidance of superiors, and assignments are received in general outline and detail. The incumbent shall exercise some individual initiative and judgment in completing assignments, and shall participate with and assist superiors in joint assignments of a varied and general engineering nature.

EXAMPLES OF WORK: (Note: The following examples of work are illustrative only and are not intended to be all inclusive or exclusive of the duties to be performed.) Prepare drawings and layouts for extensions, rebuilding, and constructing new water works or public works facilities. Make computations on cost data, construction estimates, and design features on a moderate scale. Assist chief of party in linear topographic and hydrographic field surveys. Serve as a field inspector on various construction projects and make progress reports and keep accurate records of field activities for permanent reference. Incumbent is required to observe operations, and fully acquaint himself with departmental procedures, methods, and new and improved techniques applied in the field of water works and public works operations.

NECESSARY KNOWLEDGES, SKILLS AND ABILITIES: A complete training in the theoretical principles of civil and/or mechanical engineering, with a good knowledge of hydraulics and the ability and personal initiative to apply these principles to the practical phase of water works and public works engineering activities.

(over)

QUALIFICATION: recognized college or university with major courses in civil or mechanical engineering.

USUAL LINE OF PROMOTION:

From:

To: Associate Engineer I

7/58

FAMILY AND BUSINESS RELOCATION ADMINISTRATOR

**CLASS DEFINITION:** Responsible supervisory work connected with the relocating of families and businesses displaced as a result of any public works or redevelopment project undertaken in the city.

**DISTINGUISHING FEATURES OF WORK:** Work involves responsibility for ascertaining lists of vacant rentals which can be made available to families and businesses displaced as a result of condemnation or direct purchase for public works or redevelopment projects undertaken in the city. Supervision is exercised over a staff of social case workers, special assistants, clerks, stenographers or other employees as may be required from time to time.

**ILLUSTRATIVE EXAMPLES OF WORK:** Conducts interviews either in person or through social case workers or other assistants designated by him with families or businessmen who may be displaced by any public works or redevelopment project and refers them to new locations.

**DESIRABLE KNOWLEDGES, SKILLS AND ABILITIES:** Considerable administrative ability and public relations skill. Ability to plan and assign work so that dead lines can be met in relocating families and businesses effectively so that undue delay is not encountered in awarding demolition and construction projects.

**QUALIFICATIONS REQUIRED FOR APPOINTMENT:** Graduation from a recognized college or university or several years of administrative experience preferably in housing or allied fields.

DEPUTY CHIEF ENGINEER (Water)

CLASS TITLE: Deputy Chief Engineer (Water)

CLASS DEFINITION: Responsible administrative work of a professional engineering nature in actively directing and supervising the operation, planning, maintenance, improvement, expansion and extension of water works activities of supply, collection, treatment, distribution, metering, billing, and related work of the Providence Water System.

DISTINGUISHING FEATURES of WORK: Work involves the administrative responsibility for actively directing and supervising the various activities of the Water Supply Board under the direction of the Chief Engineer. Supervision is exercised through subordinates over the department's personnel. Policy directions and general assignments are received from the Chief Engineer, and the incumbent shall be responsible for detailed operation and enforcement of policies set down. Work is subject to review for thoroughness and overall accomplishment.

EXAMPLES OF WORK: Under the general direction of the Chief Engineer, the following described work, not intended to be all inclusive or exclusive, shall be performed. Administer and direct the operation and maintenance of the Water Purification Works, Hydro-Electric Station, Pumping Stations, Distribution System, Metering and Billing and other related departmental functions. Supervise and schedule the work of maintenance and upkeep of reservoirs, dams, spillways, tunnels, aqueducts, conduits, gate houses, roads, bridges, marginal reforestation and watershed protection, and other properties or related structures. Check and supervise extensions and reinforcements of transmission and distribution mains, hydrant and valve installations and replacements, and related or appurtenant work. Direct all construction, improvements, modifications and additions to water works facilities. Schedule and direct tests on efficiency of mechanical equipment, distribution flow pressure analyses and requirements, fire flow tests, etc. Conduct or participate in hydrological studies, compilation and evaluation of rainfall, runoff, storage, draft and yield data, efficiency and effectiveness of water treatment methods with respect to cost relationship. Make, participate or supervise engineering design and studies, surveys, construction plans and specifications, materials selection, rate studies, appraisals, cost data, and efficiency of operations. Initiate long range

(over)

planning for projected loads on supply, treatment, distribution, pumping and storage facilities. Prepare specific and detailed reports for the Chief Engineer's consideration in matters relating to improved operating methods, materials selection, major improvements, cost and efficiency data, and similar matters. Act for the Chief Engineer in conditions of emergency or during his absence.

**NECESSARY KNOWLEDGES, SKILLS AND ABILITIES:** A full and comprehensive knowledge of the principles and practices of civil, mechanical and electrical engineering, with special reference to the field of hydraulics and the techniques of water collection, storage, water treatment and distribution. Also a working knowledge of hydroelectric plant operation and station management, complete familiarity with modern construction methods and management, mechanical equipment and operating procedures, ability to administer departmental policies, and to maintain cooperative relationship with superiors, subordinate employees, professional associates, and the general public.

**QUALIFICATIONS REQUIRED FOR EMPLOYMENT:** Certification as a registered professional engineer. Graduation from a recognised college or university with major courses in civil or mechanical engineering and at least five (5) years experience in a satisfactory field of civil or mechanical engineering, and/or not less than ten(10) years experience in the water works field in a demonstrated successful capacity of administrative engineering work as described.



ASSOCIATE ENGINEER II

**CLASS TITLE:** Associate Engineer II

**CLASS DEFINITION:** Advanced engineering work at the professional level performed in office or field operations connected with planning, design layout, and supervision of construction of various water works or public works structures or other specific engineering activities of the City.

**DISTINGUISHING FEATURES OF WORK:** Work involves responsibility for the application of professional engineering knowledge, judgment and skill in completing of detailed design and planning of assignments received from superiors. Complex or intricate technical problems are resolved by superiors, but the incumbent shall be capable of following through to completion after general guidance, and departmental or policy decisions by others. Supervision over their work, and general guidance of subordinates is required, and work is reviewed for overall accomplishment, accuracy and thoroughness.

**ILLUSTRATIVE EXAMPLES OF WORK:** (Note: The following examples of work are only illustrative of the kind and scope of work to be performed by employees of this class, and are not intended to be all inclusive or exclusive.) Actively prepare detailed computations, layouts, drawings, design features, cost estimates, specifications and other data relating to construction documents for various water works or public works facilities. Make and prepare hydraulic studies in graphical analysis and tabular form for presentation to superiors. Act as chief of party in the performance of linear, hydrographic and topographic field surveys. Supervise and inspect the various phases of water works and public works construction projects. Participate in and assist others in the performance of flow analysis surveys; duty, performance, and efficiency tests on-mechanical equipment and related or similar activities. Prepare written reports on conclusions and results of surveys, studies, tests, etc., and exercise direct supervision and guidance over subordinate personnel.

**NECESSARY KNOWLEDGES, SKILLS AND ABILITIES:** A theoretical and practical knowledge of the principles and procedures of civil and mechanical engineering, with a good knowledge of hydraulics. A broad working knowledge or experience gained in the general engineering principles, procedures, methods and materials relating to water works and public works design, construction, operation and maintenance. Ability to evaluate, study, and apply modern engineering practices and new techniques to proper fields of operation. The incumbent shall possess a

**NECESSARY KNOWLEDGES, SKILLS AND ABILITIES: (Cont'd)**

good ability as a draftsman and shall be capable of advising, assisting, scheduling and supervising the work of subordinate aides.

**QUALIFICATIONS REQUIRED FOR APPOINTMENT:** Graduation from a recognized college or university with major courses in civil or mechanical engineering and satisfactory practical experience in water works and/or public works engineering; or graduation from high school with long term experience and recognized ability and demonstrated achievement in the field of water works or public works engineering.

**USUAL LINE OF PROMOTION:**

**From: Associate Engineer I**

**To: Associate Engineer III**

THE CITY OF PROVIDENCE  
STATE OF RHODE ISLAND and PROVIDENCE PLANTATIONS

---

CHAPTER: 1225

NO: 454 AN ORDINANCE AMENDING SECTION 3 of CHAPTER 760 of the 1953 ORDINANCES, AS AMENDED, BY ADDING SOCIAL CASE WORKER TRAINEE and PART-TIME CLERK (Board of Canvassers) and DELETING PHYSICIAN, ORGANIST and CHAPLAIN (Dexter Asylum).

APPROVED: September 19, 1958

BE IT ORDAINED BY THE CITY OF PROVIDENCE:

SECTION 1. Section 3 of Chapter 760 of the Ordinances of the City of Providence as approved August 7, 1953, as amended, is hereby further amended to read as follows:

Sec. 3. On and after August 10, 1953, all persons employed by the City of Providence, except officials elected by the people; officials appointed by the Mayor or elected by the Council; Officers and employees of the School Department; Executive officers of Boards and Commissions; election officials; persons paid by fee; employees of the North Burial Ground Commission; employees of the Commissioners of the Charles H. Smith Estate, including Park employees paid from the revenues of said estate; student nurses at the Charles V. Chapin Hospital; employees of the Providence Redevelopment Agency; Police Department School Crossing Guards; Police & Fire trainees; certain temporary employees in the Recreation Department; Attorney (City Collector's Division), Woman Parking Checker, Social Case Worker Trainee and Part-Time Clerk (Board of Canvassers), shall be assigned to classes of positions as hereinafter provided; and no salary, wage or other compensation shall be paid to anyone not employed in accordance with the provisions herein prescribed.

SECTION 2: This Ordinance shall take effect and become operative as of October 1, 1958.

IN CITY  
COUNCIL

SEP 4 - 1958

FIRST READING

READ AND PASSED

CLERK

APPROVED

SEP 19 1958

MAYOR

IN CITY  
COUNCIL

SEP 18 1958

FINAL READING  
READ AND PASSED

PRESIDENT

CLERK

# IN CITY COUNCIL

AUG 7 - 1958

FIRST READING  
REFERRED TO COMMITTEE ON  
FINANCE

.....  
The undersigned Clerk

THE CITY OF PROVIDENCE  
STATE OF RHODE ISLAND and PROVIDENCE PLANTATIONS

CHAPTER: 1226

NO: 455 AN ORDINANCE AMENDING SECTION 1 of CHAPTER 1145  
"ESTABLISHING A COMPENSATION PLAN FOR THE CITY OF  
PROVIDENCE", AS APPROVED SEPTEMBER 20, 1957.

APPROVED: September 19, 1958

BE IT ORDAINED BY THE CITY OF PROVIDENCE:

SECTION 1. Section 1 of Chapter 1145 of the Ordinances  
of the City of Providence, as approved September 20, 1957, as  
amended, is hereby further amended as follows:

Change:

ASSOCIATE ENGINEER II - From \$6,635-7,306 yr.  
To -\$5,733-6,370 yr.

SUPERVISOR of REFUSE  
COLLECTION - From-\$4,043 yr.  
To -\$ 1.95 per hr.

Add:

ENGINEERING TRAINEE \$4,550 yr.  
ASSOCIATE ENGINEER III \$6,635-7,306 yr.  
FAMILY & BUSINESS RELOCATION  
SERVICE ADMINISTRATOR \$8,060 yr.  
DEPUTY CHIEF ENGINEER \$9,000 yr.

SECTION 2. This Ordinance shall take effect and become  
operative as of October 1, 1958.

IN CITY  
COUNCIL

SEP 4- 1958  
FIRST READING  
READ AND PASSED

*Deverett Whelan*  
CLERK

APPROVED

SEP 19 1958

*Walter H. Ryznar*  
MAYOR

IN CITY  
COUNCIL

SEP 18 1958  
FINAL READING  
READ AND PASSED

*Angelo Diella*  
PRESIDENT  
*Deverett Whelan*  
CLERK

IN CITY  
COUNCIL

AUG 7 - 1958

FINANCIAL REPORTING  
REFERRED TO COMMITTEE ON  
FINANCE  
.....  
ALSO REFERRED TO CHAIRMAN

THE CITY OF PROVIDENCE

THE STATE OF RHODE ISLAND and PROVIDENCE PLANTATIONS

CHAPTER: 1227

NO: 456 AN ORDINANCE AMENDING SECTION 1 of CHAPTER 1146,  
"ESTABLISHING THE SALARIES AND COMPENSATION TO BE  
PAID TO THE SEVERAL CITY OFFICIALS AND EMPLOYEES  
HEREIN NAMED", AS APPROVED SEPTEMBER 20, 1957.

APPROVED: September 19, 1958

BE IT <sup>AMENDED</sup> ~~ORDINANCED~~ BY THE CITY OF PROVIDENCE:

SECTION 1: Chapter 1146, Section 1 of the Ordinances of  
the City of Providence as approved September 20, 1957, as amended,  
is hereby further amended in the following respects:

Delete:

Chaplain (Dexter Asylum)	\$624 per yr.
Organist ( " " )	\$172 " "
Physician( " " )	\$624 " "

Add:

Director of Civilian Defense	\$8,060 yr.
Social Case Worker Trainee	\$ 40.00 wk.
Part-Time Clerk (Board of Canvassers)	\$ 1.50 hr.

SECTION 2: This Ordinance shall take effect and become  
operative October 1, 1958.

IN CITY  
COUNCIL

SEP 4- 1958

FIRST READING

READ AND PASSED

*Overett Whelan*  
CLERK

IN CITY  
COUNCIL

SEP 18 1958

FINAL READING  
READ AND PASSED

*Angel Della*  
PRESIDENT  
*Overett Whelan*  
CLERK

APPROVED

SEP 19 1958

*Walter H. Reynolds*  
MAYOR

# IN CITY COUNCIL

AUG 7 - 1958

FIRST READING  
REFERRED TO COMMITTEE ON  
FINANCE.....

*The above resolution* CRRK



# The City of Providence

M

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

## CHAPTER 1228

No. 457 **AN ORDINANCE** REQUESTING THE SECRETARY OF STATE TO  
SUBMIT QUESTIONS TO THE VOTERS AT THE NEXT GENERAL ELECTION  
TO BE HELD ON THE TUESDAY NEXT AFTER THE FIRST MONDAY IN  
NOVEMBER, A. D. 1958.

Approved September 19, 1958

*Be it ordained by the City of Providence:*

Section 1. The Secretary of State is hereby requested to submit the following questions to the qualified electors of the City of Providence at the general election to be held in said City on the Tuesday next after the first Monday in November, A. D. 1958, namely:

1. Shall the City of Providence be authorized to issue bonds in a sum not exceeding Two Million One Hundred Fifty Thousand (\$2,150,000.00) Dollars for the construction of a Water Distribution Reservoir?
2. Shall the City of Providence be authorized to issue bonds in a sum not exceeding One Million One Hundred Thousand (\$1,100,000.00) Dollars for Water Purification Works Improvements?
3. Shall the City of Providence be authorized to issue bonds in a sum not exceeding One Million (\$1,000,000.00) Dollars for the construction of a Public Works--Highway Office Building and Garage?

Section 2. The City Clerk is directed to transmit to the Secretary of State forthwith upon the passage of this Ordinance, a certified copy thereof.

Section 3. This Ordinance shall take effect upon its passage and all Ordinances and Resolutions and parts of either inconsistent herewith are hereby repealed.

IN CITY COUNCIL

SEP 4 - 1958

First Reading Read and Passed

Referred to Committee on  
ORDINANCES

*Deverett Whelan*  
Clerk

APPROVED

SEP 19 1958

MAYOR

IN CITY COUNCIL

SEP 18 1958

FINAL READING  
READ AND PASSED

*Angelo Ailla*  
PRESIDENT  
*Deverett Whelan*  
CLERK

No.

## CHAPTER

### AN ORDINANCE

REQUESTING THE SECRETARY  
OF STATE TO SUBMIT QUESTIONS  
TO THE VOTERS AT THE NEXT  
GENERAL ELECTION TO BE HELD  
ON THE TUESDAY NEXT AFTER THE  
FIRST MONDAY IN NOVEMBER,  
A. D. 1958

*Mr. Wupper  
(by request)*

**FILED**  
APR 28 11 52 AM '58  
CITY CLERK'S OFFICE  
PROVIDENCE, R.I.



D. Everett Whelan  
City Clerk

CITY OF PROVIDENCE • RHODE ISLAND • Walter H. Reynolds • Mayor

## OFFICE OF THE CITY CLERK

CITY HALL

Vincent Vespia  
First Deputy  
William E. McWilliams  
Second Deputy

September 19, 1958

This is to acknowledge the receipt of  
a certified copy of Chapter 1228, approved  
September 19, 1958, of an Ordinance entitled:

AN ORDINANCE REQUESTING THE SECRETARY  
OF STATE TO SUBMIT QUESTIONS TO THE  
VOTERS AT THE NEXT GENERAL ELECTION  
TO BE HELD ON THE TUESDAY NEXT AFTER  
THE FIRST MONDAY IN NOVEMBER, A.D.  
1958.

# The City of Providence

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

## CHAPTER 1229 ✓

No. 458 AN ORDINANCE AMENDING THE APPROPRIATION ORDINANCE

CHAPTER 1143, BY TRANSFERRING THE SUM OF NINE THOUSAND  
(\$9,000) DOLLARS TO PUBLIC WORKS-STREET LIGHTING SECTION,  
ITEM 1, FROM PUBLIC WORKS-DRAW BRIDGE OPERATION, ITEM 0.

Approved September 19, 1958

*Be it ordained by the City of Providence:*

SECTION 1. Chapter 1143, of the Ordinances of the City of Providence as approved September 20, 1957, and entitled: "An Ordinance Making Appropriation of \$36,161,545.40 for the Support of the City Government for the Fiscal Year Ending September 30, 1958", as amended, is hereby further amended by transferring the sum of Nine Thousand (\$9,000) Dollars to the appropriation contained therein for PUBLIC WORKS-STREET LIGHTING SECTION, ITEM 1.

SECTION 2. The said sum of Nine Thousand (\$9,000) Dollars shall be obtained by transferring a like amount from PUBLIC WORKS-DRAW BRIDGE OPERATION, ITEM 0.

SECTION 3. This Ordinance shall take effect upon its passage.

IN CITY COUNCIL

SEP 4 - 1958

First Reading Read and Passed

Referred to Committee on

FINANCE

*Everett Whelan*  
Clerk

APPROVED

SEP 19 1958

*Walter H. F. F. F.*  
MAYOR

IN CITY COUNCIL

SEP 18 1958

FINAL READING  
READ AND PASSED

*Charles A. Hill*  
PRESIDENT  
*Everett Whelan*  
CLERK



---

1225-1226-1227-1228-1229