

City of Providence

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

CHAPTER 2003-43

No. 556 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 2002-28 APPROVED AUGUST 29, 2002 AS AMENDED.

Approved July 31, 2003

Be it ordained by the City of Providence:

THE NUMBER OF EMPLOYEES IN THE CITY DEPARTMENTS LISTED IN THE ORDINANCE SHALL NOT EXCEED AND BE NO MORE THAN THE FOLLOWING:

SECTION 1

CITY CLERK

1 CITY CLERK
1 CLERK III/BILINGUAL
1 DEPUTY CITY CLERK FIRST
1 DEPUTY CITY CLERK SECOND
1 SECRETARY TO DIRECTOR CITY CLERK
5 STENOGRAPHIC REPORTER CITY COUNCIL

10

SECTION 2

CITY SERGEANT

1 CITY SERGEANT

1

SECTION 3

DEPARTMENT OF LAW

1 ADM ASST CITY SOLICITOR
12 ASSISTANT CITY SOLICITOR
1 CONFIDENTIAL SECRETARY
1 CITY SOLICITOR
1 DEPUTY CITY SOLICITOR
2 LEGAL SECRETARY LAW DEPT
1 MUNICIPAL INTEGRITY OFFICER
2 PARALEGAL I
5 SENIOR ASST. CITY SOLICITOR
1 SPECIAL ASST. TO CITY SOLICITOR/CLAIMS

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No.

CHAPTER
AN ORDINANCE

SECTION 4**MUNICIPAL COURT**

1 CHIEF JUDGE MUNICIPAL COURT
 1 CLERK PROV MUNICIPAL COURT
 1 CLERK TYPIST II
 4 COURT CLERK
 1 COURT CLERK II
 1 COURT CLERK BILINGUAL
 1 DEPUTY CLERK PROV. MUNICIPAL COURT
 1 DEPUTY COURT ADMINISTRATOR
 2 JUDGE PROV MUNICIPAL COURT
 1 MUNICIPAL COURT ADMINISTRATOR

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SECTION 5**PROBATE COURT**

1 CLERK OF PROBATE
 0 CLERK TYPIST II
 2 COURT CLERK
 1 DEPUTY CLERK PROBATE COURT
 1 JUDGE OF PROBATE

 5

SECTION 6**HOUSING COURT**

2 ASSOC JUSTICE HOUSING COURT
 1 CHIEF JUDGE (HOUSING COURT)
 1 COURT CLERK II
 1 COURT CLERK - HOUSING COURT
 1 HOUSING COURT ADMINISTRATOR

 6

SECTION 7**DIRECTOR OF FINANCE**

1 ADMIN. ASSIST FINANCE DIRECTOR
 1 ASST. TO DATA PROCESSING
 1 ASSISTANT TO FINANCE DIRECTOR
 1 ASSISTANT TO DIRECTOR OF PROVSTAT
 1 BUDGET ANALYST/OFFICER
 1 BUDGET OFFICER/ DEPUTY FINANCE DIRECTOR
 1 CHIEF INFORMATION OFFICER
 1 CHIEF INFO PROCESSOR - PARKS
 2 DATA PROCESSING ASSISTANT
 1 DATA PROCESSING CLERK/HELP DESK
 1 DATA PROCESSING COORDINATOR
 1 DIRECTOR OF FINANCE
 1 DIRECTOR OF PROVSTAT
 1 GIS DIRECTOR
 1 MANAGER OF INFORMATION SYSTEMS
 1 NETWORK ENGINEER
 1 WEB MASTER

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SECTION 8**CITY CONTROLLER**

1 ACCOUNTANT / MEDICAL HEALTH
 1 ACCOUNTS PAYABLE ADMINISTRATOR
 5 ACCOUNTS PAYABLE CLERK
 1 ACCOUNTS PAYABLE CLERK /SECRETARY
 1 ACCOUNTS PAYABLE SUPERVISOR
 1 CITY CONTROLLER
 1 DEPUTY CITY CONTROLLER
 3 FISCAL OFFICER
 0 FISCAL OFFICER II
 2 FISCAL OFFICER III
 1 MEDICAL HEALTH PLAN ADM
 1 PAYROLL ADMINISTRATOR
 2 PAYROLL CLERK II
 0 PAYROLL CLERK / ACCTS PAYABLE OFFICER
 1 SUPERVISOR FISCAL
 1 SUPERVISOR PAYROLL

 22

SECTION 9**EMPLOYEE RETIREMENT**

1 ASSISTANT TO PENSION ADMINISTRATOR
 1 CLERK IV
 1 PENSION ADMINISTRATOR
 4 SENIOR RETIREMENT DIV. CLERK

 7

SECTION 10**CITY COLLECTOR**

1 ASSIST CITY COLLECTOR
 1 CHIEF TELLER
 1 CITY COLLECTOR
 4 CLERK III
 3 CLERK CITY COLLECTOR
 1 CLERK CITY COLLECTOR-BILINGUAL
 1 CLERK CITY COLLECTOR-COURIER
 1 CONTROL SUPERVISOR
 1 DEPUTY CITY COLLECTOR
 2 FISCAL OFFICER/TAX SALE SPECIALIST
 2 REVENUE COLLECTION AGENT
 1 SUPERVISOR PERSONAL PROPERTY TAX COLL
 5 TELLERS

 24

SECTION 11

CITY ASSESSOR

- 1 CLERK II
- 1 ADMIN ASSIST (ASSESSOR)
- 1 ADMINISTRATIVE AIDE
- 3 APPRAISER I
- 1 APPRAISER-COMMERCIAL
- 2 APPRAISER-RESIDENTIAL
- 1 CITY ASSESSOR
- 1 CLERK ASSESSOR'S OFFICE
- 2 DEPARTMENTAL CLERK (ASSESSORS)
- 1 DEPUTY CITY ASSESSOR
- 1 DRAFTSMAN REAL ESTATE
- 1 MOTOR VEHICLE APPRAISER
- 1 READER OF DEEDS
- 2 READER OF DEEDS/TRANSFERS
- 1 SECRETARY BD OF TAX ASSESSMENT – ADM. ASST.
- 2 SENIOR CLERK ASSESSOR
- 1 SUPERVISOR PROPERTY TAX/ASST. TO ASSESSOR
- 1 SUPERVISOR TANGIBLE TAX

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SECTION 12

BOARD OF TAX ASSESSMENT REVIEW

- 1 CHAIRMAN BD OF TAX ASSESSMENT
- 4 MEMBER OF BOARD (TAX ASSESSMENT)

5

SECTION 13

CITY TREASURER

- 1 ADMIN ASST-TREASURER
- 1 CHIEF CLERK TREASURY
- 1 CITY TREASURER
- 1 CLERK II
- 1 CLERK IV
- 0 SECRETARY TO TREASURER

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SECTION 14

HUMAN RESOURCES (PERSONNEL)

- 1 ADMIN. ASST. HUMAN RESOURCES
- 1 ASSISTANT CLAIMS EXAMINER
- 1 ASSISTANT TO HUMAN RESOURCES DIRECTOR
- 1 BENEFIT SPECIALIST
- 1 CLAIMS EXAMINER (WORKERS COMP)
- 1 COORDINATOR OF EMPLOYEES BENEFITS
- 0 DEPUTY HUMAN RESOURCES DIRECTOR
- 1 EQUAL OPPORT EMPLOY OFFICER
- 1 HUMAN RESOURCES DIRECTOR
- 1 HUMAN RESOURCES GENERALIST
- 1 OCCUPATIONAL HEALTH OFFICER
- 1 PERSONNEL TECHNICIAN I
- 1 PERSONNEL TECHNICIAN II
- 1 TRAINING COORDINATOR
- 1 WORKERS COMPENSATION CLAIM ADMINISTRATOR

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SECTION 15**COMMISSIONER OF PUBLIC SAFETY**

1 ADMIN ASSIST FISCAL
 1 ADMIN ASSIST TO COMMISSIONER
 2 CHIEF CLERK
 0 CLERK IV
 0 COMMISSIONER OF PUBLIC SAFETY
 1 DEPUTY COMMISSIONER
 1 MIS DIRECTOR
 2 SENIOR FISCAL OFFICER

 8

SECTION 16**POLICE DEPARTMENT**

3 ADMINISTRATION BUREAU LEGAL CLERK
 3 ANIMAL CONTROL OFFICER
 2 ANIMAL CONTROL TECHNICIAN
 5 ANIMAL HANDLER MOUNTED POLICE
 1 AUTOMOTIVE EQUIP SUPT - POLICE
 1 CHIEF CLERK - DETAILS
 1 CHIEF SUPPORT MAINT OPERATIONS
 2 CLERK II
 11 CLERK IV
 1 CLERK SPECIAL PROJECTS
 3 DETECTIVE BUREAU LEGAL CLERK
 12 DETENTION OFFICER
 1 FOREMAN
 1 GRAPHIC ARTIST DESIGN
 1 HUMAN RESOURCE MANAGER
 1 KENNEL DIRECTOR
 7 LABORER
 0 MANAGEMENT INFORMATION SYSTEMS
 23 PARKING CHECKERS
 8 POLICE CAPTAIN
 1 POLICE CHIEF
 1 POLICE INSPECTOR
 19 POLICE LIEUTENANT
 5 POLICE MAJOR
 400 POLICE PERSON
 64 POLICE SERGEANT
 3 PROSECUTION LEGAL CLERK
 4 RECORDS BUREAU CLERK
 1 SECRETARY MOUNTED COMMAND
 1 SENIOR ANIMAL CONTROL OFFICER
 4 SENIOR LEGAL CLERK - POLICE
 1 SENIOR PATROL BUREAU COORDINATOR
 1 STABLE SUPERV MOUNTED POLICE
 2 TRAFFIC BUREAU LEGAL CLERK
 2 VEHICLE INSPECTOR
 1 VIN STATION CLERK

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SECTION 17

FIRE DEPARTMENT

1 ADMIN. ASSIST. TO FIRE CHIEF
 1 AIR SUPPLY TECH
 1 ASSIST CHIEF OF OPERATIONS
 1 ASSIST FIRE CHIEF
 1 CLERK II
 1 DEPARTMENT INVESTIGATIVE OFFICER
 5 DEPUTY ASSIST FIRE CHIEF
 1 DEPUTY FIRE MARSHALL
 1 DIRECTOR OF SAFETY & TRAINING
 9 FIRE BATTALION CHIEF
 24 FIRE CAPTAIN
 1 FIRE CAPTAIN DISPATCHER
 1 FIRE CHIEF
 1 FIRE EQUIP MAN
 69 FIRE LIEUTENANT
 0 FIRE LIEUTENANT COMMAND AIDES
 5 FIRE LIEUTENANT DISPATCHERS
 1 FIRE MARSHALL (PLAN REVIEWER)
 1 FIRE PREVENTION CAPTAIN
 2 FIRE PREVENTION LIEUTENANT
 5 FIRE RESCUE CAPTAIN
 15 FIRE RESCUE LIEUTENANT
 20 FIRE RESCUE TECHNICIAN
 1 FIRE TRAINING INSTRUCTOR
 314 FIREFIGHTER
 4 FIREFIGHTER CAR 56
 3 FIREFIGHTER CAR 79
 3 FIREFIGHTER PLAN REVIEW
 1 JUVENILE FIRESETTER
 1 LABORER
 1 PERSON IN CHARGE CARPENTER SHOP
 1 PERSON IN CHARGE SUPPLY ROOM
 1 SECRETARY TO FIRE CHIEF
 9 SENIOR MECHANIC
 1 SHOP SUPERVISOR - FIRE
 1 SUPERVISOR OF MAINTENANCE

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SECTION 18

DEPARTMENT OF COMMUNICATIONS

1 ADMINISTRATIVE ASSISTANT TO DIR OF COMM
 1 CHIEF DISPATCHER OF OPERATIONS
 1 CHIEF RADIO ENGINEER
 12 CLASSIFIED DISPATCHER-POLICE
 1 CLERK II
 4 COMMUNICATION SPECIALIST-POLICE
 1 COMPUTER TECHNICIAN
 26 CONTROL CENTER OPERATORS
 3 CONTROL CTR. OPERATOR/TELETYPE TECH.
 7 CREW CHIEFS POLICE DISPATCH
 1 DEPUTY DIRECTOR OF COMMUNICATION
 1 DIRECTOR OF COMMUNICATIONS
 6 FIRE ALARM TECHNICIAN
 3 FIRE ALARM TECHNICIAN INSPECTOR
 12 FIRE DEPARTMENT DISPATCHER
 1 FOREMAN CABLE CREW
 1 FOREMAN LINE CREW
 2 LABORER

DEPARTMENT OF COMMUNICATIONS (continued)

1 OPERATIONS ASSISTANT
 1 PLAN REVIEW/INSPECTOR
 1 RADIO ENGINEER
 1 RADIO REPAIR TECHNICIAN
 1 SENIOR SWITCHBOARD OPERATOR
 0 SWITCHBOARD OPERATOR I
 2 SWITCHBOARD OPERATOR II
 1 TELEPHONE TECHNICIAN
 0 TELETYPE COORDINATOR
 1 VALIDATION OFFICER

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SECTION 19**INSPECTION & STANDARDS - ADMINISTRATION**

1 ADMINISTRATOR COORDINATOR (I&S)
 6 DEPARTMENT CLERK
 0 DEPUTY DIRECTOR OF BUILDING SAFETY
 1 DEPUTY DIRECTOR OF BUILDING SYSTEMS
 1 DIRECTOR OF INSP & STANDARDS
 1 RECORDING SECRETARY BOARDS OF REVIEW
 1 SECRETARY REVIEW BOARDS
 3 SENIOR DEPARTMENT CLERK
 1 ZONING ASSISTANT

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SECTION 20**INSPECTION & STANDARDS - STRUCTURES & ZONING**

1 ASSIST SUPERV STRUCTURES AND ZONING
 0 BUILDING INSPECTOR I
 7 BUILDING INSPECTOR II
 0 BUILDING INSPECTOR III
 1 BUILDING OFFICIAL
 1 CHIEF OF STRUCTURES & ZONING
 1 PLAN ESTIMATOR
 1 SUPERVISOR STRUCTURES AND ZONING

 12

SECTION 21**INSPECTION & STANDARDS - PLUMBING DRAINAGE & GAS**

1 CHIEF PLUMBING, DRAINAGE & GAS PIPING
 2 PLUMBING INSPECTOR II
 1 PLUMBING INSPECTOR III

 4

SECTION 22**INSPECTION & STANDARDS - ELECTRICAL INSTALLATION**

1 CHIEF OF ELEC INST
 3 ELECTRICAL INSPECTOR II

 4

SECTION 23 INSPECTION & STANDARDS - MECHANICAL INSTALL.

- 1 AIR POLLUTION / MECH INSPECTOR
- 1 CHIEF OF MECH EQUIP
- 2 MECH EQUIP INSPECTOR II

4

SECTION 24 ZONING BOARD OF REVIEW

- 1 AUXILIARY MEMBER ZONING BOARD
- 1 CHAIRMAN ZONING BOARD OF REVIEW
- 4 MEMBER ZONING BOARD OF REVIEW

6

SECTION 25 BUILDING & HOUSING BOARD OF REVIEW

- 1 CHAIRMAN BLDG BD OF REVIEW
- 4 MEMBER BLDG BD OF REVIEW

5

SECTION 26 HOUSING BOARD OF REVIEW

- 0 CHAIRMAN HOUSING BD OF REVIEW
- 0 MEMBER HOUSING BD OF REVIEW

0

SECTION 27 INSPECTION & STANDARDS - CODE ENFORCEMENT

- 0 RENEWAL INSP I
- 2 RENEWAL INSP II
- 6 RENEWAL INSP III
- 1 SUPERVISOR CODE ENFORCEMENT

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SECTION 28 INSPECTION & STANDARDS - PROSECUTION

- 1 ASSIST LEGAL SECRETARY
- 1 ASSIST PROSECUTION COORDINATOR
- 1 LEGAL SECRETARY / PROSECUTION
- 1 PROSECUTION COORDINATOR

4

SECTION 29 INSPECTION & STANDARDS - UTILITIES & STANDARDS

- 0 CHIEF UTILITIES & STANDARDS
- 1 FIRST DEPUTY SEALER
- 1 FIRST DEPUTY WEIGHER

2

SECTION 30**PUBLIC WORKS – ADMINISTRATION**

1 ASST DIR PROJECT MANAGEMENT
 1 ACCOUNTS PAYABLE OFFICER
 1 ADMINISTRATIVE ASSISTANT DPW
 1 ASSISTANT DIRECTOR GENERAL SERVICES
 1 LEGAL RESERCH ASST
 1 CLERK IV
 1 DEPARTMENTAL – SWITCHBOARD OPERATOR
 1 DIRECTOR OF PUBLIC WORKS/CHIEF ENGINEER
 1 ENVIRONMENTAL COURT LIASON
 1 OPERATIONS MANAGER
 2 PUBLIC WORKS CLERK

12**SECTION 31****PUBLIC WORKS - ENGINEERING**

2 ASSOC ENGINEER III
 0 ASSOC ENGINEER IV
 1 CHIEF ENGINEER – TRAFFIC ENGINEER
 1 ENGINEERING AIDE III
 1 ENGINEERING AIDE IV
 1 ENGINEERING SUPERVISOR
 1 HURRICANE BARRIER TECHNICIAN
 1 SUPERVISOR OF ENGINEERING/PLANNING

8**SECTION 32****PUBLIC WORKS - ENVIRONMENTAL ENFORCEMENT**

1 ASSOCIATE DIRECTOR OF ENVIRONMENTAL CONTROL
 1 COURT CLERK II
 1 ENVIRONMENTAL CLERK
 3 ENVIRONMENTAL OFFICERS
 1 ENVIRONMENTAL SPECIALIST
 0 EQUIPMENT OPERATOR
 0 FOREMAN
 0 HEAVY EQUIP OPERATOR
 0 LABORER
 4 LABORER (RODENT CONTROL)
 1 MAINTENANCE PLANNER
 0 RECYCLING COORDINATOR
 1 RODENT CONTROL SUPERVISOR
 1 SPECIAL ASST ENVIRONMENTAL CONTROL
 1 SUPERINTENDENT ENVIRONMENTAL SERVICES
 1 SUPERVISOR OF ENVIRONMENTAL

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SECTION 33 PUBLIC WORKS - HIGHWAY & BRIDGE MAINTENANCE

1 CARPENTER
 5 CEMENT FINISHER
 1 DEPUTY SUPERINTENDENT HIGHWAY
 1 DISPATCHER
 16 EQUIPMENT OPERATOR
 6 FOREMAN
 2 HEAVY EQUIPMENT OPERATOR
 1 HIGHWAY SUPERINTENDENT
 1 JUNIOR ENVIRONMENTAL INSPECTOR
 22 LABORER
 1 MAINTENANCE MAN II
 0 PREVENT MAINT OPERATOR

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SECTION 34 PUBLIC WORKS - TRAFFIC ENGINEERING

1 CLERK II
 0 CLERK IV
 1 DIRECTOR OF TRAFFIC ENGINEERING
 1 FOREMAN TRAFFIC SIGN MAINTENANCE
 1 PARKING METER MAINTENANCE MAN
 1 TRAFFIC ENGINEERING ELECTRICIAN
 1 TRAFFIC MARKER & SIGN MAN
 4 TRAFFIC SIGN MAINTENANCE MAN
 1 TRAFFIC SIGNAL MAINTENANCE FOREMAN
 1 TRAFFIC SYSTEMS ANALYST

 12

SECTION 35 PUBLIC WORKS - SEWER CONST. & MAINT.

1 CEMENT FINISHER
 1 EQUIPMENT OPERATOR
 1 FOREMAN
 1 HEAVY EQUIPMENT OPERATOR
 1 LABORER
 3 SEWER EQUIPMENT OPERATOR
 1 SUPT OF SEWER CONSTRUCTION

 9

SECTION 36 PUBLIC WORKS - GARAGE MAINTENANCE

1 ASSIST. SHOP SUPERVISOR
 1 BODY REPAIR/ SENIOR MECHANIC
 1 DIESEL TRUCK/ HEAVY
 1 EQUIPMENT MAINT SUPERVISOR
 1 MECHANIC
 2 SENIOR MECHANIC
 1 SHOP SUPERVISOR
 1 WELDER

 9

SECTION 37**RECREATION DEPARTMENT**

1 ASSISTANT COORDINATOR OF SUPPORT SERVICES
 1 ASSISTANT ATHLETIC COORDINATOR
 1 ATHLETIC COORDINATOR
 0 BUS DRIVER/VAN DRIVER MAINT
 1 CLERK I
 2 COORDINATOR OF TRANSPORTATION
 1 DEPUTY DIRECTOR OF RECREATION
 1 DIRECTOR OF RECREATION
 1 DIRECTOR OF SUPPORT SERVICES
 0 PROGRAM ADMINISTRATOR
 10 RECREATION CENTER DIRECTOR
 1 SECRETARY RECREATION
 2 SENIOR SECRETARY
 1 SPECIAL EVENTS COORDINATOR

 23

SECTION 38**RECREATION SEASONAL**

0 ASSIST POOL DIRECTORS
 12 ASSIST RECREATION CENTER DIREC
 1 BUS DRIVER - REC SEASONAL
 0 CLINIC COORDINATOR
 4 CUSTODIANS - SEASONAL
 0 DAYCARE CENTER ATTENDENT
 24 LIFE GUARD
 36 POOL ATTENDANTS
 0 POOL DIRECTORS
 26 RECREATION AIDES
 0 RECREATION CTR DIR SEASONAL
 22 RECREATIONAL LEADER SEASONAL
 30 REFEREE
 29 SUPERVISOR
 33 WATCHMAN - SEASONAL

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SECTION 39**PARKS - GROUNDS MAINTENANCE SERVICES**

1 ADMIN. ASSISTANT - PARKS
 1 ASSIST. DIREC GROUNDS MAINT
 1 ASSIST. SHOP SUPERVISOR
 1 CARPENTER / PARK
 1 CHIEF CENTRAL MAINT
 1 DIRECTOR GROUNDS MAINT SERV
 22 EQUIPMENT OPERATOR
 3 FOREMAN
 0 GENERAL FOREMAN
 3 HEAVY EQUIPMENT OPERATOR
 1 INVENTORY CONTROL SUPERV
 11 LABORER
 7 MAINT MAN III
 0 MECHANIC
 1 PARKS ELECTRICIAN
 1 PUBLIC GROUNDS INSP

PARKS - GROUNDS MAINTENANCE SERVICES (continued)

0 SECRETARY - PARKS
 3 SENIOR MECHANIC
 1 SHOP SUPERV-MECHANIC
 1 SUPERVISOR GEN. MAINT.
 3 SUPERVISOR GROUNDS MAINT
 1 TREE FARM MANAGER

 64

SECTION 40**PARKS - FORESTRY**

1 CHIEF PARK PLANNER
 1 COORDINATOR OF FORESTRY OPERATIONS
 2 EQUIPMENT OPERATOR
 1 FOREMAN
 1 FORESTRY CLERK
 1 GENERAL FOREMAN
 1 HEAVY EQUIP OPERATOR
 0 LABORER
 9 TREE TRIMMERS

 17

SECTION 41**PARKS - ZOOLOGICAL AND SECURITY SERVICES**

0 DEPARTMENT CLERK EDUCATOR-ZOO
 1 EDUCATION ASSISTANT
 1 EDUCATION CURATOR
 2 GENERAL CURATOR
 1 HUMAN RESOURCE ADMINISTRATOR
 0 LABORER
 5 LEAD ZOOKEEPER
 1 VETERINARY TECHNICIAN
 2 VETERINARIAN
 1 ZOO DIRECTOR
 1 ZOO EDUCATION CLERK
 1 ZOO REGISTRAR
 22 ZOOKEEPER

 38

SECTION 42**PARKS - DEVELOPMENT AND ENVIR. SERVICES**

1 EDUCATION ASSISTANT
 1 EDUCATION SUPERVISOR
 1 EQUIPMENT OPERATOR
 1 GARDEN CURATOR
 1 GENERAL FOREMAN
 1 GRANT WRITER
 1 GROWER
 1 HEAVY EQUIPMENT OPERATOR
 1 HORTICULTURALIST
 3 LABORERS
 8 LANDSCAPE GARDENER
 0 LANDSCAPE GARDNER - SPECIAL PROJECTS

PARKS - DEVELOPMENT AND ENVIR. SERVICES (Cont.)

1 PARKS CONSTRUCTION INSPECTOR
 1 SUPERVISOR OF ENG/PLANN.
 1 SUPERVISOR OF GREENHOUSES
 1 SUPERVISOR OF SPECIFICATIONS

 24

SECTION 43**PARKS - PROGRAMMING SERVICES**

2 CLERK IV
 0 CULTURAL AFFAIRS COORDINATOR
 1 CURATOR
 2 CURATORIAL ASSISTANT
 1 EDUCATIONAL ASSISTANT
 0 ENVIRONMENTAL SERVICE CLERK
 1 FACILITIES COORDINATOR
 1 MUSEUM DIRECTOR
 1 MUSEUM EDUCATOR
 1 PLANETARIUM PROGRAMMER
 1 PRODUCTION SPECIALIST

 11

SECTION 44**PARKS - OFFICE OF THE SUPERINTENDENT**

1 CLERK STENO III
 1 CONSTRUCTION PROJECT MANAGER
 1 DEPUTY DIRECTOR OF PARKS
 0 GENERAL MANGER-RINK
 1 FISCAL ADVISOR PARKS
 1 OFFICE MANAGER - SUPERINTENDENT
 1 PAYROLL PERSONNEL ASSIST
 1 SECRETARY TO SUPERINTENDENT
 13 SECURITY OFFICER - ZOO (PARK RANGER)
 3 SENIOR SECURITY OFFICER - ZOO
 1 SUPERINTENDENT OF PARKS
 1 SWITCHBOARD OPER II (PARKS)

 25

SECTION 45**PARKS - NORTH BURIAL GROUND**

1 DEPUTY DIRECTOR GROUNDS MAINT.
 3 EQUIPMENT OPERATOR
 0 GENERAL FORMAN
 1 HEAVY EQUIP OPERATOR
 2 LABORER
 1 MAIN MAN II
 1 OFFICE MANAGER NORTH BURIAL GROUND
 1 PARKS PERSONAL SECRETARY
 1 SENIOR MECHANIC
 0 SUPERVISOR - NBG

 11

SECTION 46**RECORDER OF DEEDS**

0 DEPUTY RECORDER OF DEEDS
 4 LAND RECORDS CLERK I
 1 RECORDER OF DEEDS
 3 SENIOR LAND RECORDS CLERK

 8

SECTION 47**VITAL STATISTICS**

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

 5

SECTION 48**BOARD OF CANVASSERS**

1 ADMINISTRATOR OF ELECTIONS
 0 CHIEF CLERK - BOARD OF CANVASSERS
 3 CLERK IV
 1 EXEC SECRETARY BD OF CANV
 2 MEMBER OF BD OF CANV
 0 SUPERVISOR OF ELECTION MAT
 1 SUPERVISOR REGISTRATION/CANVASSERS

 8

SECTION 49**BOARD OF LICENSES**

1 CHAIRMAN AND SECRETARY B OF L
 4 COMMISSIONER B OF L
 1 LICENSE ADMINISTRATOR
 2 LICENSE BOARD CLERK
 2 NON STANDARD INSPECTORS
 2 SENIOR LICENSE BD CLERK

 12

SECTION 50**HUMAN RELATIONS**

0 CLERK II
 0 DEPUTY DIRECTOR
 0 EXEC DIR HUMAN RELATIONS
 0 HOUSING INVESTIGATOR
 0 HUMAN RESOURCE ADMINISTRATOR
 0 HUMAN RESOURCE SPECIALIST
 0 SECRETARY/TRANSLATOR

 0

SECTION 51**PROVIDENCE EMERGENCY MANAGEMENT**

0 CLERK IV
 1 DEPUTY DIRECTOR EMERGENCY MANAGEMENT
 1 DIRECTOR OF EMERGENCY MANAGEMENT
 1 EMERGENCY MANAGEMENT SPECIALIST
 1 HOMELAND SECURITY LIASON
 1 MIS DIRECTOR
 1 PORT SECRETARY

 6

SECTION 52**PLANNING & DEVELOPMENT**

1 ADMIN. ASST. TO DIRECTOR
 2 ADMINISTRATIVE ASSISTANT
 1 ADMINISTRATIVE ASSISTANT - DPD
 1 ASSISTANT DIRECTOR BUSINESS DEVELOPMENT
 1 ASSISTANT DIRECTOR FISCAL OPERATIONS
 1 ASSIST DIRECTOR PROJECT MANAGEMENT
 0 ASSISTANT PLANNER
 1 ASSOCIATE DIRECTOR OF FISCAL OPERATIONS
 1 CHIEF LENDING OFFICER
 1 CLERK II
 1 COMMERCIAL LENDING OFFICER
 1 DEPUTY DIRECTOR DEVELOPMENT
 1 DEPUTY DIRECTOR PLANNING
 1 DIRECTOR OF ADMINISTRATION
 1 DIRECTOR OF COMPLIANCE
 1 DIRECTOR OF DEVELOPMENT & REVIEW
 1 DIRECTOR OF PLANNING
 1 DIRECTOR OF REAL ESTATE
 1 DIRECTOR PLANNING AND DEVELOPMENT
 1 ECONOMIC DEVELOPMENT COORDINATOR
 1 FINANCIAL COMPLIANCE OFFICER
 1 FISCAL LENDING OFFICER
 2 FISCAL OFFICER
 1 FISCAL OPERATIONS OFFICER
 1 GIS COORDINATOR
 1 HOUSING PROGRAM COORDINATOR
 1 HOUSING PROGRAM SPECIALIST
 2 HUD MONITOR SPECIALIST
 1 INFORMATION SYSTEMS COORDINATOR (DPD)
 1 LEAD ABATEMENT COORDINATOR
 1 LEAD INSPECTOR (CERTIFIED)
 0 LEGAL RESEARCH ASSISTANT (DPD)
 1 MIS DIRECTOR
 1 OFFICE MANAGER HOUSING DIVISION
 1 PRESERVATION PLANNER
 1 PRINCIPAL PLANNER
 4 PRINCIPAL PLANNER
 1 PROGRAM EVALUATION OFFICER
 1 REAL ESTATE AIDE III
 1 RESIDENTIAL LENDING OFFICER (LOAN SPECIALIST)
 1 SECRETARY DPD
 1 SENIOR DRAFTSMAN DEPT PLAN
 2 SENIOR PLANNER
 3 SENIOR SUPERVISOR REHAB SERVICES

PLANNING & DEVELOPMENT (continued)

1 SPECIAL PROJECTS COORDINATOR
 1 SUPERVISOR COMPREHENSIVE PLAN
 1 SWITCHBOARD OPERATOR
 1 VERIFICATION OFFICER
 1 VERIFICATION SPECIALIST
 1 VERIFICATION SPECIALIST/SEC

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SECTION 53 CITY COUNCIL - ADMINISTRATION ASSISTANT

1 ADVANCE COUNCIL
 1 ADMINISTRATIVE COORDINATOR – CITY COUNCIL
 1 ADMINISTRATIVE AIDE - CITY COUNCIL
 1 ADMINISTRATIVE AIDE - TRANSLATOR
 1 RESEARCH ANALYST
 1 RESEARCH ASSISTANT
 2 SECRETARY CITY COUNCIL
 1 SPECIAL ASST TO CITY COUNCIL/SPEC. PROJECTS
 1 TECHNOLOGY INFORMATION SPECIALIST

 10

SECTION 53(a) OFFICE OF THE INTERNAL AUDITOR

2 ASSISTANT TO INTERNAL AUDITOR
 1 INTERNAL AUDITOR
 1 INTERNAL AUDITOR/ ANALYST
 2 SENIOR AUDITOR ANALYST

 6

SECTION 54 ARCHIVES & HISTORY

1 ARCHIVAL ASSISTANT
 1 CLERK III
 1 CITY ARCHIVIST

 3

SECTION 55 DEPARTMENT OF HUMAN SERVICES

1 ADMIN. ASST. – HUMAN SERVICES
 1 ANALYST/COORD. – HEALTH & SUBSTANCE ABUSE
 1 ANALYST/COORD. – YOUTH DEVELOPMENT
 1 ASST TO DIRECTOR – COUNCIL ON SUBSTANCE ABUSE
 1 CASE MANAGER – Sstar FED DEMONSTRATION
 1 CLERK II
 1 COORDINATOR OF SENIOR AIDES
 1 DEPUTY DIRECTOR OF HUMAN RELATIONS
 1 DIRECTOR OF ELDERLY SERVICES
 1 ELDERLY AFFAIRS CLERK
 1 EXECUTIVE DIRECTOR – COUNCIL ON SUBSTANCE ABUSE
 2 GRANT WRITER
 2 HOUSING INVESTIGATOR
 1 HUMAN RELATIONS – EXECUTIVE DIRECTOR

DEPARTMENT OF HUMAN SERVICES (continued)

1 HUMAN RELATIONS SPECIALIST
 1 PREVENTION SPECIALIST Federal Allocation
 1 PROGRAM DIRECTOR - RISAPA
 1 PROGRAM DIRECTOR – SENIOR SERVICES
 1 PROJECT DIRECTOR – COUNCIL ON SUBSTANCE ABUSE
 1 SECRETARY TRANSLATOR – HUMAN RELATIONS
 1 SUPERVISOR

23**SECTION 56****OFFICE OF ARTS, FILM, CULTURE & TOURISM**

1 CULTURAL AFFAIRS COORDINATOR
 1 DIRECTOR OF CULTURAL AFFAIRS
 1 DEPUTY DIRECTOR OF CULTURAL AFFAIRS
 1 ENVIRONMENTAL SERVICE CLERK
 1 FILM COMMISSIONER

5**SECTION 57****PUBLIC PROPERTY**

1 ADMIN ASSIST PUBLIC PROPERTY
 1 ASST. ELECTRICIAN
 2 COORDINATOR PUBLIC PROPERTY
 1 DEPUTY DIRECTOR OF PUBLIC PROPERTY
 1 DIRECTOR OF PUBLIC PROPERTY
 1 ELECTRICIAN PUBLIC PROPERTY
 1 FLEET MANAGER
 1 GAS PUMP OPERATOR
 1 INSPECTOR OF PUBLIC PROPERTY
 8 LABORER/CUSTODIAN
 1 MAINT MAN III POOLS & REC
 2 MAILROOM CLERK
 1 MANAGEMENT OFFICER
 1 PRINTER
 1 STATIONARY EQUIPMENT OPERATOR
 1 SUPERVISOR LABORER/CUSTODIAN

25**SECTION 58****PURCHASING**

1 CLERK III
 1 MBE/WBE PROGRAM ADMINISTRATOR
 5 PURCHASING AGENT II
 1 PURCHASING AGENT III
 1 PURCHASING AGENT IV
 1 PURCHASING HELP DESK SUPPORT
 1 SUPERVISOR/PURCHASING AGENT

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SECTION 59

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, Assistant's, Aides, Secretaries, Stenographers, Clerks and other personnel, as he may deem necessary.

SECTION 60

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 department; 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 absence of employees, due to injuries received while discharging their duties as employees or during 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 absence 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 61

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 62

Chapter 2001-34 of the Ordinances of the City of Providence approved October 29, 2001, with all amendments and additions thereto, is hereby repealed and all other Ordinances or parts thereof inconsistent herewith are likewise repealed.

SECTION 63

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 30 days per fiscal year. Any and all other assignments of an out of rank nature must be approved by the City Council following petition by the Personnel Director.

SECTION 64

This Ordinance shall take effect upon its passage.

IN CITY COUNCIL
JUL 25 2003
FIRST READING
READ AND PASSED

Michael R. Clement

IN CITY COUNCIL
JUL 28 2003
FINAL READING
READ AND PASSED

[Signature]

APPROVED

PRESIDENT
CLERK

Michael R. Clement
[Signature]

7/31/03

MAYOR