

CHAPTER 2024-38

**No. 323 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 2023-14, NO. 296, APPROVED JUNE
26, 2023, AS AMENDED**

Approved June 28, 2024

Be it ordained by the City of Providence:

Section 1 - City Sergeant	1
City Sergeant	1
 Section 2 - Law Department	 59
Administrative Assistant to City Solicitor	1
Assistant City Solicitor	14
Assistant Legal Secretary-Housing Prosecution	1
Associate City Solicitor	12
City Solicitor	1
Confidential Secretary to City Solicitor	2
Deputy City Solicitor	6
Ethics Commission Coordinator	1
Every Home Coordinator	1
Law Clerk/Courier	1
Legal Secretary	1
Municipal Integrity Officer	1
Office Manager/Legal Secretary	1
Paralegal I	2
Paralegal II	1
Prosecution Coordinator	1
Senior Asst City Solicitor	11
Special Assistant to City Solicitor - Claims	1
 Section 3 - Finance - Administration	 15
Administrative Assistant - Finance Director	1
Assistant Budget Analyst	1
Associate Budget Analyst	1
Budget Analyst	2
Chief Financial Officer	1
Clerk - Floating	1
Confidential Assistant to the Finance Director	1
Deputy Finance Director & Budget Officer	1
Director of Finance	1
Financial Compliance Officer	1
Manager of Grant Writing	1
Senior Budget Analyst	3
 Section 4 - City Controller	 28
Accounts Payable Clerk	5
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	1
Fiscal Officer I	4
Fiscal Officer II	4
Fiscal Officer III	4
Fiscal Supervisor	1
Payroll Clerk II	1
Payroll Clerk III - Bilingual	1
Payroll Clerk/Accounts Payable Officer	1
Payroll Supervisor	1
Section 5 - City Collector	21
Assistant City Collector	1
Chief Teller	1
City Collector	1
Clerk II	4
Clerk III	2
Clerk III/Bilingual	2
Clerk IV	1
Control Supervisor	1
Deputy City Collector	1
Tax Sale Specialist/Fiscal Officer	2
Teller	5
Section 6 - City Tax Assessor	26
Administrative Aide	1
Administrative Assistant - Assessor	1
Appraiser - Certified	1
Appraiser - Commercial	2
Appraiser - Residential	2
Appraiser I	2
Assistant City Assessor	1
Cartographer	1
City Assessor	1
Clerk II	1
Clerk II / Bilingual	1
Clerk III	1
Deputy Assessor	1
Motor Vehicle Appraiser	1
Reader of Deeds/Transferer	2
Secretary Bd Tax Assess Review	1
Senior Clerk Assessor	2
Senior Reader of Deeds	1
Statistical Analyst	1
Supervisor of Real Estate	1
Supervisor Tangible Tax	1
Section 7 - Retirement Office	8
Asst. to Pension Admin.	1
Clerk IV / Bilingual	1
Pension Administrator	1
Retirement Associate	1
Retirement Associate I	1
Retirement Associate II	2
Retirement Associate II / bilingual	1

Section 8 - Recorder of Deeds	11
Clerk II/Bilingual	1
Land Records Clerk	3
Land Records Clerk Supervisor	1
Recorder of Deeds	1
Sr. Land Records Clerk	3
Sr. Land Records Clerk/Bilingual	2
 Section 9 - Board of Tax Assessment & Review	 5
Chairperson - Board of Tax Assessment	1
Member-Board of Tax Assessment Review	4
 Section 10 - Information Technology	 32
Application Programmer Analyst	2
Application Project Manager	4
Applications Administrator	1
Assistant to Chief Information Officer	1
Business Systems Analyst	1
Chief Information Officer	1
Chief Innovation Officer	1
Clerk IV	1
Data Integration Programmer	1
Database Administrator	1
Deputy Director of Applications - Information Technology	1
Deputy Director of Operations - Information Technology	1
Desktop Administrator	3
Director of Information Security	1
Enterprise Systems Training Specialist	1
GIS Program Manager	1
Information Security Project Manager	1
Innovation Project Associate	1
IT Project Associate	1
Lead Production Services Operator	2
Network Administrator	1
Network Engineer	1
Process Improvement Strategy Manager	1
Systems Administrator	1
Webmaster	1
 Section 11 - HR Executive Admin (Personnel)	 15
Chief People and Culture Officer & Director of Human Resources	1
Deputy Chief People and Culture Officer	2
Director of Employee & EEO Officer	1
Director of Talent	1
Employee Relations Manager	1
Human Resources Generalist	1
Human Resource Business Partner	1
Learning & Development Manager	1
Learning & Development Specialist	1
Performance Analyst	1
Talent Acquisition Manager	1
Talent Coordinator I - Bilingual	1
Talent Coordinator II	1
Training Coordinator	1

Section 12 - Occupational Safety and Health Administration	4
Asst. Claims Examiner/Bilingual	1
Director of Occupational Health and Safety	1
Occupational Health and Safety Manager	1
Senior Claims Examiner-Workers Comp	1
 Section 13 - Diversity, Equity, Inclusion, & Belonging	 2
Director of Diversity, Equity, Inclusion & Belonging	1
Diversity, Equity, Inclusion, & Belonging Coordinator	1
 Section 14 - Total Rewards	 9
Benefits Analyst	1
Benefits Analyst	1
Coordinator of Employee Benefits	1
Director of Total Rewards	1
Medical Health Plan Administrator	1
Total Compensation Specialist	1
Total Rewards Coordinator I - Bilingual	1
Total Rewards Coordinator II	1
Total Rewards Manager	1
 Section 15 - Commissioner of Public Safety	 13
Administrative Assistant to Commissioner	2
Chief Clerk - Commissioners Office	2
Commissioner of Public Safety	1
Coordinator of Public Safety/Fiscal Officer	1
Deputy Commissioner of Public Safety	1
Investigative Clerk	1
Manager of Fiscal Operations	1
MIS Director	1
Payroll Analyst - Public Safety	1
Senior Fiscal Officer	2
 Section 16 - Fire	 601
 Civilian Personnel:	 27
Account Analyst Public Safety	1
Administrative Assistant to Fire Chief - Bilingual	1
Administrative Assistant to Fire Chief	1
Assistant to Shop Supervisor	1
Clerk III	1
Clerk IV	2
Confidential Assistant to the Fire Chief	1
Fire Equipment Person	1
Human Resource Manager - Fire Department	1
Plan Review Inspector - Fire	6
Senior Mechanic	10
Shop Supervisor - Fire	1
 Uniform Personnel:	 574
Air Supply Technician	1
Assistant Chief of Department	1
Captain of Emergency Medical Services	1
Chief of Emergency Medical Services	1

Chief of Training and Professional Development	1
Deputy Assistant Fire Chief	5
Fire Battalion Chief	16
Fire Captain	24
Fire Captain Director of Training	2
Fire Captain Dispatcher	1
Fire Chief	1
Fire Chief of Administration	1
Fire Chief of Operations	1
Fire Lieutenant	70
Fire Lieutenant - Dispatcher in Charge	5
Fire Marshal	1
Fire Prevention Captain	1
Fire Prevention Lieutenant - Inspection	1
Fire Prevention Lieutenant - Plan Review	1
Fire Rescue Captain	7
Fire Rescue Lieutenant	21
Fire Rescue Technician	30
Fire Safety Officer	1
Fire Trainee	50
Fire Training Instructor	3
Firefighter	313
Firefighter Car 56	5
Firefighter Car 79	3
Firefighter/Plan Reviewer	6

Section 17 – Police

	696
Civilian Personnel:	126
Administrator of Community Relations & Diversion	1
Animal Control Officer	6
Animal Control Technician	3
Animal Handler-Mounted Police	5
Application Project Manager	1
Automotive Equipment Superintendent	1
Biometrics Clerk	1
Chief Public Information Officer - Public Safety	1
Clerk IV	1
Clerk/Prosecution Division	1
Community Engagement Specialist	2
Coordinator of Public Safety	5
Crime & Information System Specialist	1
Customer Service Clerk/bilingual	1
Customer Service Clerk-Public Safety	14
Detention Officer	16
Investigative Clerk	6
Kennel Director	1
Laborer	3
Parking Enforcement Officer	37
Police Equipment Coordinator	1
Public Information Officer	1
Records Bureau Clerk	4
Security Officer - Park Ranger	5
Senior Animal Control Officer	1
Senior Investigative Clerk	1
Senior Parking Enforcement Officer	2
Senior Security Officer - Park Ranger	1

Special Assistant to Chief of Police	1
Stable Supervisor - Mounted Police	1
Supervisor of Parking Enforcement	1
Sworn Personnel:	570
Deputy Police Chief	1
Police Captain	8
Police Chief	1
Police Inspector	1
Police Lieutenant	20
Police Major	4
Police Person	395
Police Person - Trainees	76
Police Sergeant	64
Section 18 - Communications	80
Administrative Crew Chief	1
Chief Radio Engineer	1
Clerk II	1
Computer Technician	1
Control Center Operator	23
Control Center Operator	1
Crew Chief Police Dispatcher	7
Customer Service Operator	2
Customer Service Operator (Bi-Lingual)	1
Deputy Director of Communications	1
Director of Communications	1
Fire Alarm Technician	5
Fire Department Dispatcher	12
Foreperson Cable Crew	2
Foreperson Line Crew	1
Laborer	1
Police Department Dispatcher	11
Police Department Dispatcher	1
Quality Control Specialist	1
Radio Engineer	1
Radio Repair Technician	1
Radio Repair Technician	1
Telephone Technician	2
Terminal Agency Coordinator	1
Section 19 - Emergency Management	6
Administrative Assistant - Emergency Management	1
Deputy Director Providence Emergency Management	1
Director Emergency Management	1
Preparedness Coordinator	2
Senior Preparedness Coordinator	1
Section 20 - Planning & Urban Development	54
Administrative Assistant - Planning	2
Administrative Assistant to Director	1
Administrative Assistant/Purchasing Clerk	1
Assistant Director Fiscal Operations	1
Assistant Director Project Management & Construction	1
Associate Director of Fiscal Operations	1

Associate Director of Special Projects	1
Business & Development Director	1
Chief Clerk Planning & Development	1
Clerk II	4
Clerk III	2
Customer Service Associate	1
Customer Service Associate - Bilingual	1
Deputy Director DPD-Neighborhood Relations	1
Deputy Director of PRA	1
Deputy Director Planning & Policy	1
Director of Planning & Development	1
Director of Current Planning	1
Director of Fiscal Operations Planning & Development	1
Director of Real Estate	1
Economic Development Coordinator	1
Fiscal Officer I	2
Fiscal Officer II	2
Fiscal Officer III	2
Manager of Engagement Programs	1
Neighborhood Liaison	1
Office Manager - Planning & Development	1
Planner	3
Planning Project Manager	1
PRA Program Manager	1
PRA Project Manager	1
Principal Planner	9
Real Estate Aide II	1
Real Estate Coordinator	1
Rehabilitation Program Manager	1
Senior Real Estate Officer	1
Section 21 - Public Works Administration	13
Accounts Payable Officer - Public Works	1
Administrative Assistant - Public Works	1
Clerk IV	1
Community Liaison	1
Deputy Director of Public Works	1
Director Of Public Works	1
Environmental Court Liaison - Bilingual	1
Fiscal Advisor - Public Works	1
Laborer	1
Manager of Fiscal Operations	1
Public Works Clerk	1
Public Works Clerk / Bilingual	2
Section 22 - Public Works -Engineering & Sanitation	25
Archival Clerk/Records Management	1
Assistant Chief Engineer	2
Associate Engineer I	1
Associate Engineer II	2
Associate Engineer III	2
Associate Engineer IV	2
Chief Engineer	1
Civil Engineer	2
Civil Engineer in Training	2
Deputy Chief Engineer	1

Engineering Aide III	1
Engineering Aide IV	2
Engineering Project Manager	1
Engineering Supervisor	1
GIS Coordinator	1
Hurricane Barrier Technician	1
Senior Civil Engineer	1
Supervisor of Engineering	1
Section 23 - Public Works - Environmental Control	19
Associate Director - Environmental Control	1
City Recycling Coordinator	1
Environmental Clerk - Bilingual	1
Environmental Specialist	7
Laborer	2
Laborer-Rodent Control	2
Maintenance Planner	1
Rodent Control Supervisor	1
Special Assistant - Environmental Control	1
Superintendent of Environmental Control	1
Supervisor of Environmental	1
Section 24 - Public Works - Highway	70
Carpenter	1
Cement Finisher	5
Deputy Superintendent Highway	1
Dispatcher	1
Equipment Operator	22
Foreperson	7
General Foreperson	1
Heavy Equipment Operator	6
Highway of Superintendent	1
Junior Environmental Enforcement Officer	1
Laborer	23
Maintenance Person II	1
Section 25 - Public Works - Traffic Engineering	19
Clerk I - Bilingual	1
Clerk II	1
Clerk IV - Bilingual	1
Deputy Traffic Engineer	1
Foreperson - Traffic Signal Maintenance	1
Managing Engineer	1
Traffic Engineer Electrician	1
Traffic Engineering Foreperson	1
Traffic Marker & Signal Person	1
Traffic Sign Maintenance Person	5
Traffic Sign Maintenance Person Helper	1
Traffic Signal Maint Foreman	1
Traffic Systems Analyst	2
Traffic Systems Analyst/Bilingual	1

Section 26 - Public Works - Sewer Construction	21
Cement Finisher	2
Equipment Operator	1
Foreperson	2
Heavy Equipment Operator	1
Laborer	5
Sewer Construction Worker	5
Sewer Equipment Operator	3
Superintendent of Sewer Construction	1
Supervisor of General Maintenance - Sewer	1
 Section 27 - Public Works - Garage R&M Equipment	 12
Assistant Shop Supervisor	1
Diesel Truck Mechanic	1
Equipment Body Repairman Senior Mechanic	1
Equipment Maintenance Supervisor	1
Mechanic	1
Senior Mechanic	4
Shop Supervisor-Public Works	1
Welder	2
 Section 28 - Public Works - Parking Administration	 4
Curbside Administrator	1
Parking Meter Maintenance Man I	2
Parking Meter Maintenance Man II	1
 Section 29 - Parks - Neighborhood Parks Services	 82
Administrative Assistant - Parks	1
Assistant Electrician	1
Assistant Shop Supervisor	1
Clerk III	1
Director of Neighborhood Parks Services	1
Director of Roger Williams Park Services	1
Equipment Operator	26
Foreperson	7
General Foreman	1
Heavy Equipment Operator	4
Inventory Control Supervisor	1
Laborer	12
Light Equipment Operator	4
Maintenance Man III	2
Maintenance Man IV	9
Manager of Facilities & Operations	1
Mechanic	1
Parks Electrician	1
Senior Mechanic	3
Shop Supervisor Park	1
Small Machine Mechanic/Inventory Control	1
Supervisor of General Maintenance	1
Supervisor of Grounds Maintenance	1

Section 30 - Parks - Forestry Services

City Forester	1
Coordinator of Forestry Operations	1
Equipment Operator	2
Forestry Clerk	1
Forestry Crew Leader	2
Forestry Operations Technician	1
General Foreperson	1
Heavy Equipment Operator	1
Laborer	1
Tree Inspector	1
Tree Resource Manager	1
Tree Trimmer	9

Section 31 - Parks - Zoological Services 36

Associate Veterinarian Technician	1
Lead Zookeeper	6
Lead Zookeeper Herpetology	1
Veterinary Technician	1
Zoo Registrar	1
Zookeeper	26

Section 32 - Parks - Botanical / Greenhouse 20

Botanical Center Manager	1
Botanical Specialist	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	1
Laborer	4
Landscape Gardener	4
Supervisor of Inspections	1

Section 33 - Parks - Roger Williams Park 20

Clerk IV	2
Curator Museum	1
Curatorial Assistant	2
Director of the Museum of Natural History	1
Event Planner	1
Facilities Coordinator Casino	1
Laborer	4
Manager of Events Facilities	1
Museum Assistant	2
Museum Educator	1
Museum Specialist	1
Planetarium Programmer	1
Production Specialist	1
Program Volunteer Coordinator	1

Section 34 - Parks - Superintendent of Parks	27
Administrative Assistant to the Superintendent	1
Associate Project Planner	1
Clerk IV/Bilingual	1
Confidential Executive Assistant - Parks Superintendent	1
Conservation Program Coordinator - Limited to Grant Funding	1
Construction Project Manager	1
Deputy Superintendent of the Parks	1
Design Team Manager	1
Director of Athletic and Event Facilities	1
Director of Parks Programming	1
Fiscal Advisor - Parks	1
Landscape Architect	2
Landscape Designer	3
Manager of Fiscal Operations	31
Park System Specialist	1
Payroll Personnel Assistant - Parks	1
Play corps Assistant Director	1
Programming Supervisor I	2
Programming Supervisor II	1
Superintendent of the Parks	1
Supervisor of Park Improvements	1
Welcome Center Manager	2
 Section 35 - Parks - North Burial Ground	 21
Cemetery Office Coordinator - Bilingual	1
City Cemetery Director	1
Clerk I	1
Clerk II	1
Clerk North Burial Ground	1
Equipment Operator	5
Foreperson	1
Heavy Equipment Operator	1
Laborer	4
Light Equipment Operator	2
Maintenance Person II	1
Senior Mechanic	2
 Section 36 - Recreation	 41
Assistant Athletic Coordinator	1
Assistant Coordinator - Support Services	1
Assistant Recreation Center Director	12
Athletic Coordinator	1
Bus Driver - Recreation	2
Clerk III	1
Community Based Organizations Coordinator	1
Deputy Director Recreation	1
Director of Recreation	1
Director of Support Services	1
Floating Recreation Center Director	1
Laborer/Custodian	1
Media & Content Manager	1
Program Coordinator - Recreation	1
Recreation Center Director	11
Secretary - Recreation Department - Bilingual	1
Senior Secretary - Bilingual	1

Special Events Coordinator - Recreation	1
Transportation Coordinator	1
Section 37 - Recreation Seasonal	365
Assistant Camp Coordinator	11
Assistant Gymnasium Coordinator	11
Assistant Program Coordinator - Recreation	11
Assistant Supervisor of Activities	11
Bus Driver - Recreation Seasonal	2
Camp Coordinator	11
Custodians - Seasonal	4
Facilities Coordinator Seasonal	11
Gymnasium Coordinator	11
Lifeguard	30
Play Corps Intern	5
Pool Attendant	34
Program Coordinator - Recreation	11
Recreation Aid	36
Recreation Leader Seasonal	36
Referee	30
Senior Lifeguard	12
Social Worker	1
Summer Reading Program Manager	5
Summer Reading Youth Associate	10
Supervisor of Activities - Recreation	24
Van Driver - Recreation	1
Watchperson - Seasonal	36
Welcome Desk Supervisor	11
Section 38 - Inspections & Standards - Building Administration	25
Administrative Assistant - Inspections & Standards	2
Administrative Coordinator	1
Department Clerk - Bilingual	1
Department Clerk - Inspections & Standards	4
Department Switchboard Operator - Inspections & Standards	1
Deputy Director of Inspection & Standards	1
Director of Inspections & Standards	1
Flood Plain and Project Manager	1
Inspections Coordinator	1
Lead Court Clerk	1
Recording Secretary Boards of Review	1
Secretary to Boards of Review/Deputy Zoning Official	1
Senior Department Clerk - Inspections & Standards	6
Senior Department Clerk Bilingual - Inspections & Standards	2
TSA Compliance Monitor	1
Section 39 - Inspections & Standards - Structures & Zoning	52
Alternate Building Official	1
Assistant Supervisor	1
Building Inspector I	6
Building Inspector II	6
Building Inspector III	6
Building Official	1
Chief Building Inspector	1
Chief Housing Compliance Official	1
Chief of Structures & Zoning	1

Code Compliance Inspector	4
Deputy Chief Housing Compliance Official	1
Lead Court Clerk	1
Permit Technician - Lead	1
Permit Technician I	3
Permit Technician II	3
Plans Estimator	1
Plans Examiner I	1
Plans Examiner II	1
Plans Examiner III	1
Renewal Inspector I	1
Renewal Inspector II	1
Renewal Inspector III	1
Senior Permit Technician	2
Senior Plans Examiner	2
Supervisor of Code Enforcement	1
Zoning Assistant	1
Zoning Inspector I	1
Zoning Inspector II	1
Section 40 - Inspections & Standards - Plumbing Drainage & Gas Piping	13
Air Pollution & Mechanical Inspector	1
Chief of Mechanical & Plumbing Division	1
Deputy Chief of Mechanical & Plumbing	1
Plumbing & Mechanical Inspector I	3
Plumbing & Mechanical Inspector II	2
Plumbing & Mechanical Inspector III	2
Plumbing Inspector I	1
Plumbing Inspector II	1
Plumbing Inspector III	1
Section 41 - Inspections & Standards - Electrical Installation	8
Chief of Electrical Inspections	1
Deputy Chief of Electrical Inspections	1
Electrical Inspector I	2
Electrical Inspector II	2
Electrical Inspector III	1
Electrical Inspector III - Bilingual	1
Section 42 - Combined with Plumbing Division	9
Section 43 - Inspections & Standards - Zoning Board of Review	9
Auxiliary Member Zoning Board	2
Chairperson-Zoning Board of Review	1
Member-Zoning Board	6
Section 44 - Inspections & Standards - Building & Housing Board	5
Chairperson-Building Board of Review	1
Member-Building Board of Review	4
Section 45 - Combined with Structures & Zoning	9
Section 46 - Combined with Law Department	9

Section 47 - Public Property	45
Administrative Assistant	1
Asset & Risk Manager	1
Assistant Electrician	1
Capital Bond Analyst & Fiscal Agent	1
Capital Project Manager	1
Clerk IV	1
Coordinator/Public Property	1
Deputy Director of Public Property	1
Director of Public Property	1
Electrician	1
Fiscal Advisor	1
Fleet Manager	1
Foreperson	3
Inspector of Public Property	1
Laborer/Custodian	14
Mail Room Clerk / Inspector of Public Property	2
Maintenance Person II	3
Maintenance Person III	2
Maintenance Person III - Pools and Recreation	1
Maintenance Person IV	1
Manager of Facilities and Operations	1
Plumber	1
Printer	1
Senior Capital Project Manager	1
Stationery Equipment Operator	1
Supervisor Laborer/Custodian	1
 Section 48 - Purchasing	 10
Associate Director of Purchasing	1
Deputy Director of Purchasing	1
Director of Purchasing	1
Purchasing Agent II	3
Purchasing Agent III / Bilingual	2
Purchasing Help Desk Support	1
Purchasing Help Strategy Manger	1
 Section 49 - Housing Court	 8
Associate Justice - Housing Court	2
Chief Judge - Housing Court	1
Court Clerk	1
Court Clerk - Housing Court	2
Housing Court Administrator	1
Judge - Housing Court	1
 Section 50 - Arts, Culture, Film, & Tourism	 9
Constituent Engagement Coordinator (Ltd to Grant Funding)	1
Cultural Affairs Coordinator	1
Deputy Director of Arts, Culture and Tourism	1
Director of Arts Teaching and Learning	1
Director of Arts, Culture Film & Tourism	1
Director of Special Projects	1
Fiscal and Operations Manager	1
Project Manager - Arts & Culture	1
Sponsorship & Marketing Coordinator	1
	4

Section 51 - Human Relations Commission

Executive Director Human Relations Commission	1
Investigator - Human Relations Commission	1
Outreach Coordinator - Human Relations Commission	1
Secretary/Translator - Human Relations Commission	1

Section 52 - Housing and Human Services 52

Administrative Assistant - Planning	1
Associate Director of Community Development	1
Asst. Director Business Development ED	1
Bus Driver	2
Compliance Officer	2
Data & Evaluation Coordinator	1
Data & Evaluation Manager	1
Deputy Director of Healthy Communities Office	1
Director of Community Development	1
Director of Healthy Communities Office	1
Director of Housing & Human Services	1
Director of Sr. Services	1
Evaluation Manager/Epidemiologist	1
Fiscal Advisor - Human Services	1
Fiscal Officer I	2
Fiscal Officer II	2
Fiscal Officer III	1
Fiscal Officer III/Bi- P&D	1
Health Literacy Program Manager	1
Housing Division Director	1
Housing Officer	1
Housing Program Specialist	1
Housing Support Coordinator	2
Human Services Division Director	1
Lead & Healthy Housing Inspector I	1
Lead & Healthy Housing Inspector II (Cert	1
Lead Abatement Coordinator	1
Outreach Coordinator	2
Program Coordinator	2
Program Coordinator - Healthy Communities	1
Program Manager - Human Services	1
Program Manager-Human Services	4
Senior Loan Originator Officer	1
Senior Services Program Asst.	1
Senior Supervisor Rehab Services	1
Sr. Compliance Monitor Officer	5
Sr. Compliance Monitor Officer-Bilingual	1

Section 53 - PERA 8

Community Liaison	1
Confidential Executive Assistant to PERA	1
Executive Director - PERA	1
Intake Coordinator	1
Investigator	2
Lead Investigator	1
Policy Advisor	1

Section 54 - Board of Canvassers	13
Administrator for Elections	1
Clerk IV	2
Clerk IV - Bilingual	1
Clerk Limited	4
Executive Secretary Board of Canvassers	1
Member - Board of Canvassers	2
Supervisor of Registration/Canvassers	1
Teller	1
 Section 55 - Bureau of Licenses	 16
Chairperson & Secretary - Board of Licenses	1
Chief Clerk-Board of Licenses	1
Clerk Floating	1
Commissioner - Board Of Licenses	4
Data Specialist - Bilingual	1
Deputy License Administrator	1
License Administrator/Registrar of Vital Stat	1
License Board Clerk	1
License Inspector	3
Senior License Board Clerk	2
 Section 56 - Vital Statistics	 6
Chief Clerk Vital Statistics	1
City Registrar of Vital Statistics	1
Senior Clerk	1
Senior Clerk II	1
Sr. Clerk II-Vital Statistics	1
Vital Statistics Clerk - Bilingual	1
 Section 57 - City Council	 15
City Council Majority Leader	1
City Council Member	13
City Council President	1
 Section 58 - City Council Administration	 37
Administrative Aide-City Council	1
Administrative Assistant	1
Chief of Staff - City Council	1
City Council Deputy Chief of Staff	1
City Council Deputy Chief of Staff - Operations	1
City Council Director of Communications	1
City Council Project Manager	1
City Council Research Analyst	1
Communications Associate	2
Communications Coordinator-City Council	1
Communications/Constituent Services	1
Confidential Executive Assistant	1
Constituent Serv Coord.City Council	1
Constituent Service Associate	1
Deputy Director of Policy	1
Director of Policy & Research	1
Director of Project Management	1
Events Coordinator	1
Information Technology Specialist	1

Junior Hearing Board Coordinator	1
Office Manager - Fiscal Operations	1
Policy & Outreach Associate	1
Policy & Public Affairs Coordinator	1
Policy Analyst	2
Policy Analyst & Research Coordinator	2
Press Secretary	1
Program Specialist - Constituent Services	1
Project Management Associate	1
Senior Advisor	1
Senior Director of Constituent Services	1
Senior Director of Communications	1
Senior Director of Policy	1
Senior Supv. City Council	1
Supervisor of City Council Office	1
Section 59 - Office of the Internal Auditor	5
Assistant to Internal Auditor	1
Auditor/Budget Analyst	1
Internal Auditor	1
Sr. Auditor	1
Tax Stabilization Agreement Compliance Officer	1
Section 60 - City Clerk	18
Administrative Assistant	1
Assistant Clerk to Deputy Clerks and City Clerk	4
City Clerk	1
Clerk Bilingual	1
Clerk I	2
Clerk IV/Bilingual	1
Clerk Liaison	1
Deputy City Clerk First	3
Deputy City Clerk Second	1
Project Manager - City Clerk	1
Secretary to the Director - City Clerk	1
Special Project Manager	1
Section 61 - Municipal Court	20
Chief Judge, Municipal Court	1
Clerk	1
Clerk IV	2
Clerk Typist II	2
Court Clerk	1
Court Clerk II	2
Court Clerk/Bilingual	2
Court Clerk-Municipal Court	4
Deputy Clerk Prov Mun Court	1
Deputy Court Administrator	1
Judge-Prov Municipal Court	2
Municipal Court Administrator	1

Section 62 - Probate Court

Clerk - Probate Court	1
Court Clerk	1
Court Clerk/Bilingual	3
Deputy Clerk-Bilingual Probate Court	1
Judge Probate Court	1

Section 63 - Treasury 11

Administrative Assistant	1
Chief Clerk - Treasury	2
City Treasurer	1
Clerk II	1
Clerk IV	2
Deputy City Treasurer	1
Director of Legislative Policy	1
Senior Advisor	1
Senior Audit Analyst	1

Section 64 - Archives 5

Assistant Deputy to City Archivist	1
City Archivist	1
Deputy Archivist	1
Reference and Multimedia Admin.	1
Reference and Research Administrator	1

Section 65 - Office of Economic Development 12

Compliance Officer	1
Confidential Assistant to the Business & Dev. Director	1
Deputy Director Economic Development	1
Director of Communications-Economic Development	1
Director of Economic Development	1
Director of First Source	1
MBE/WBE Outreach Director	1
Research Analyst	1
Senior Compliance Officer	1
Senior Compliance Officer -First Source	2
Small Business and Development Director	1

Section 66 - Sustainability 10

Building Energy Advisor	1
Deputy Director of Sustainability	1
Director of Sustainability	1
Energy & Resilience Initiatives Administrator	1
Energy Manager	2
Fiscal & Communications Coordinator	1
Sustainability Coordinator	1
Sustainability Policy Associate	1
Sustainability Strategy Manager	1

Section 67 - Work Force Solutions 20

Director of Workforce Solutions Administration	1
Director of Workforce Solution Operations	1
Dislocated Worker / Monitor Chief	1
Executive Director of Workforce Solutions	1

Workforce Solutions Administrative Assistant	1
Workforce Solutions Employability Chief	1
Workforce Solutions Fiscal Manager	1
Workforce Solutions Intake and Assessment Clerk	1
Workforce Solutions Internal Auditor	1
Workforce Solutions Job Developer	1
Workforce Solutions Monitoring Chief	1
Workforce Solutions Program Manager	3
Workforce Solutions Project Manager	1
Workforce Solutions Senior Job Developer	1
Workforce Solutions Special Project Manager	1
Workforce Solutions Youth Center Manager	1
Workforce Solutions Youth Employment Coordinator	2
 Section 68 - ARPA Grants	 6
Director of PVD Recovery Compliance	1
Director of PVD Recovery Programs	1
Recovery Fiscal Associate	1
Recovery Specialist	3

SECTION 69

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 70

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 71

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 72

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 73

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 74

This ordinance shall take effect upon passage.

IN CITY COUNCIL
JUN 20 2024
FIRST READING
READ AND PASSED
Tina L. Mastrosianni
CLERK

IN CITY
COUNCIL
JUN 27 2024
FINAL READING
READ AND PASSED
Rachel M. Miller
RACHEL M. MILLER, PRESIDENT
Tina L. Mastrosianni
CLERK

I HEREBY APPROVE.

Brett P. Smith
Mayor

Date: 6/28/24