

# City of Providence

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

## CHAPTER 2011-5

**No. 109**

### **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 2009-53, No.389, Approved September 8, 2009, As Amended

Approved February 10, 2011

**Be it ordained by the City of Providence:**

SECTION 1

CITY SARGEANT

1 CITY SARGEANT

SECTION 2

DEPARTMENT OF LAW

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

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SECTION 3

DIRECTOR OF FINANCE

1 ADMIN. ASSIST FINANCE DIRECTOR  
1 ASSISTANT TO FINANCE DIRECTOR  
2 BUDGET ANALYST  
1 BUDGET OFFICER/ DEPUTY FINANCE DIRECTOR  
1 DIRECTOR OF FINANCE  
1 FINANCIAL COMPLIANCE OFFICER  
1 GIS DIRECTOR  
1 MANAGER OF GRANT WRITING  
1 PROVSTAT DIRECTOR  
1 REVENUE COLLECTION AGENT

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SECTION 4

CITY CONTROLLER

1 ACCOUNTANT / MEDICAL HEALTH  
1 ACCOUNTS PAYABLE ADMINISTRATOR  
5 ACCOUNTS PAYABLE CLERK  
1 ACCOUNTS PAYABLE SUPERVISOR  
1 ASSISTANT TO ACCT. PAY SUPER/SEC  
1 CITY CONTROLLER  
1 DEPUTY CITY CONTROLLER  
1 FINANCIAL REPORT MANAGER  
1 FISCAL OFFICER  
1 FISCAL OFFICER II  
3 FISCAL OFFICER III  
1 MANAGER OF EMPLOYEE BENEFITS  
1 MEDICAL HEALTH PLAN ADM  
1 PAYROLL ADMINISTRATOR  
1 PAYROLL CLERK II  
1 PAYROLL CLERK III  
1 PAYROLL CLERK / ACCTS PAYABLE OFFICER  
1 SECRETARY TO CITY CONTROLLER  
1 SUPERVISOR FISCAL  
1 SUPERVISOR PAYROLL

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SECTION 5

CITY COLLECTOR

- 1 ASSIST CITY COLLECTOR
- 1 CHIEF TELLER
- 1 CITY COLLECTOR
- 4 CLERK II
- 2 CLERK III
- 1 CLERK IV
- 2 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
- 1 LIMITED TELLER
- 1 REVENUE COLLECTION AGENT
- 1 SUPERVISOR PERSONAL PROPERTY TAX COLL
- 5 TELLERS

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SECTION 6

CITY ASSESSOR

- 1 ADMIN ASSIST (ASSESSOR)
- 1 ADMINISTRATIVE AIDE
- 2 APPRAISER (75 DAY Rule)
- 2 APPRAISER
- 3 APPRAISER I
- 1 APPRAISER-COMMERCIAL
- 2 APPRAISER-RESIDENTIAL
- 1 CARTOGRAPHER
- 1 CITY ASSESSOR
- 1 CLERK II
- 1 CLERK ASSESSOR'S OFFICE
- 2 DEPARTMENTAL CLERK (ASSESSORS)
- 1 DEPUTY CITY ASSESSOR
- 1 DRAFTSMAN REAL ESTATE
- 1 MOTOR VEHICLE APPRAISER
- 2 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 7

RETIREMENT OFFICE

- 1 ASSISTANT TO PENSION ADMINISTRATOR
- 1 CLERK IV
- 1 PENSION ADMINISTRATOR
- 2 RETIREMENT DIVISION CLERK
- 3 SENIOR RETIREMENT DIV. CLERK

8

SECTION 8            RECORDER OF DEEDS  
1 CLERK I  
3 LAND RECORDS CLERK I  
1 RECORDER OF DEEDS  
5 SENIOR LAND RECORDS CLERK  
10

SECTION 9            BOARD OF TAX ASSESSMENT REVIEW  
  
1 CHAIRMAN BD OF TAX ASSESSMENT  
4 MEMBER OF BOARD (TAX ASSESSMENT)  
5

SECTION 10           INFORMATION TECHNOLOGY  
  
1 ASST. TO DATA PROCESSING (Chief Information Officer)  
1 CHIEF INFORMATION OFFICER  
1 DATA NETWORK ADMINISTRATOR  
1 DATA PROCESSING CLERK/HELP DESK  
1 INFORMATION TECH. ADMIN. ASST  
1 LAWSON SUPPORT ENGINEERS  
1 NETWORK ENGINEER  
1 WEBMASTER  
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SECTION 11           HUMAN RESOURCES (PERSONNEL)  
  
1 ADMIN. CONFIDENTIAL 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  
1 DEPUTY DIRECTOR OF HUMAN RESOURCES  
1 EQUAL OPPORT EMPLOY OFFICER/COMPLIANCE MONITOR  
1 HUMAN RESOURCES ASSISTANT  
1 HUMAN RESOURCES DIRECTOR  
1 HUMAN RESOURCES MANAGER  
1 MBE/WBE PROGRAM ADMINISTRATOR  
1 OCCUPATIONAL HEALTH OFFICER  
1 PERSONNEL TECHNICIAN I  
1 PERSONNEL TECHNICIAN II  
2 SENIOR CLAIMS MANAGER  
1 TRAINING COORDINATOR  
0 WORKERS COMPENSATION CLAIM ADMINISTRATOR  
18

SECTION 12           COMMISSIONER OF PUBLIC SAFETY  
  
1 ADMIN ASSIST FISCAL  
2 ADMIN ASSIST TO COMMISSIONER  
2 CHIEF CLERK  
1 COMMISSIONER OF PUBLIC SAFETY (SALARY REVIEW BOARD)  
1 DEPUTY COMMISSIONER  
1 FISCAL OFFICER  
1 GRANTS WRITER  
1 MIS DIRECTOR  
1 PAYROLL ANALYST - PUBLIC SAFETY  
2 SENIOR FISCAL OFFICER  
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SECTION 13           FIRE DEPARTMENT

Civilian Personnel:

1 ADMIN ASST. TO FIRE CHIEF  
1 ASSIST SHOP SUPERVISOR  
1 CHIEF ENGINEER - FIRE (CIVILIAN)  
1 CLERK II  
1 CLERK IV  
1 FIRE EQUIP MAN  
1 LABORER  
3 PLAN REVIEW INSPECTOR  
1 SECRETARY TO FIRE CHIEF  
10 SENIOR MECHANIC  
1 SHOP SUPERVISOR - FIRE  
1 SUPERVISOR OF MAINTENANCE  
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Uniform Personnel:

1	AIR SUPPLY TECH
1	ASSIST CHIEF OF OPERATIONS
1	ASSIST FIRE CHIEF
1	ASSIST PLAN REVIEW INSPECTOR
1	CHIEF OF COMMUNICATIONS - FIRE
1	DEPARTMENT INVESTIGATIVE & SAFETY OFFICER
6	DEPUTY ASSIST FIRE CHIEF
1	DEPUTY FIRE MARSHALL
1	DIRECTOR OF TRAINING & PROF. DEVELOPMENT
10	FIRE BATTALION CHIEF
24	FIRE CAPTAIN
1	FIRE CAPTAIN DISPATCHER
1	FIRE CHIEF
70	FIRE LIEUTENANT
0	FIRE LIEUTENANT COMMAND AIDES
5	FIRE LIEUTENANT DISPATCHERS
1	FIRE MARSHALL (PLAN REVIEWER)
1	FIRE PREVENTION CAPTAIN
2	FIRE PREVENTION LIEUTENANT
6	FIRE RESCUE CAPTAIN
18	FIRE RESCUE LIEUTENANT
24	FIRE RESCUE TECHNICIAN
1	FIRE SAFETY OFFICER
1	FIRE TRAINING INSTRUCTOR
313	FIREFIGHTER
4	FIREFIGHTER CAR 56
3	FIREFIGHTER CAR 79
4	FIREFIGHTER PLAN REVIEW
1	HUMAN RESOURCE MANAGER - PS
1	JUVENILE FIRESETTER
1	PERSON IN CHARGE CARPENTER SHOP
1	PERSON IN CHARGE SUPPLY ROOM
1	SUPERINTENDENT OF MAINTENANCE
508	

Total Fire 531

SECTION 14 POLICE DEPARTMENT

Civilian Personnel	1	ADMINISTRATIVE AIDE - POLICE COMMAND STAFF
	1	ADMINISTRATIVE ASST. POLICE CONFIDENTIAL
	2	ADMINISTRATIVE BUREAU LEGAL CLERK
	1	ADMINISTRATIVE BUREAU LEGAL CLERK/HUMAN RES.
	6	ANIMAL CONTROL OFFICER
	2	ANIMAL CONTROL TECHNICIAN
	5	ANIMAL HANDLER MOUNTED POLICE
	1	ASST. PUBLIC INFORMATION OFFICER
	1	AUTOMOTIVE EQUIP SUPT - POLICE
	1	CHIEF CLERK - DETAILS
	2	CLERK II
	6	COORDINATOR
	18	CUSTOMER SERVICE CLERK
	16	DETENTION OFFICER
	1	EXECUTIVE ADMINISTRATIVE ASSISTANT
	1	GRAPHIC ARTIST DESIGN
	1	HUMAN RESOURCE MANAGER - PS
	8	INVESTIGATIVE CLERK
	1	KENNEL DIRECTOR
	2	LABORER
	0	MANAGEMENT INFORMATION SYSTEMS
	38	PARKING CHECKERS
	1	PUBLIC INFORMATION OFFICER
	1	SECRETARY MOUNTED COMMAND
	1	SENIOR ANIMAL CONTROL OFFICER
	1	SENIOR ANIMAL HANDLER
	4	SENIOR LEGAL CLERK - POLICE
	1	SENIOR PARKING ENFORCEMENT OFFICER
	1	SENIOR PATROL BUREAU COORDINATOR
	1	STABLE SUPERV MOUNTED POLICE
	1	SUPERVISOR OF PARKING ENFORCEMENT
	2	TRAFFIC BUREAU LEGAL CLERK
	2	VEHICLE INSPECTOR
	3	VIN STATION CLERK
	<u>134</u>	

Uniform Personnel	1	DEPUTY CHIEF
	8	POLICE CAPTAIN
	1	POLICE CHIEF
	1	POLICE INSPECTOR
	20	POLICE LIEUTENANT
	4	POLICE MAJOR
	395	POLICE PERSON
	64	POLICE SERGEANT
	<u>494</u>	

Total Police 628

SECTION 15 DEPARTMENT OF COMMUNICATIONS

	1	CHIEF RADIO ENGINEER
	2	CITY SWITCH BOARD OPERATOR II
	13	CLASSIFIED DISPATCHER-POLICE
	1	CLERK II
	3	COMMUNICATION SPECIALIST-POLICE
	1	COMPUTER TECHNICIAN
	24	CONTROL CENTER OPERATORS
	3	CONTROL CTR. OPERATOR/TELETYPE TECH.
	7	CREW CHIEFS POLICE DISPATCH
	1	DEPUTY DIRECTOR OF COMMUNICATION
	1	DIRECTOR OF COMMUNICATIONS
	5	FIRE ALARM TECHNICIAN
	11	FIRE DEPARTMENT DISPATCHER
	1	FOREMAN CABLE CREW
	1	FOREMAN LINE CREW
	1	LABORER
	1	OPERATIONS ASSISTANT
	1	RADIO ENGINEER
	1	RADIO REPAIR TECHNICIAN
	1	SENIOR SWITCHBOARD OPERATOR
	2	TELEPHONE TECHNICIAN
	1	VALIDATION OFFICER
	<u>83</u>	

## SECTION 16

## EMERGENCY MANAGEMENT/HOMELAND SECURITY

1 ADMINISTRATOR ASST. - EMERGENCY MANAGEMENT  
 1 DEPUTY DIRECTOR EMERGENCY MANAGEMENT  
 1 DIRECTOR OF EMERGENCY MANAGEMENT  
 1 HOMELAND SECURITY LIAISON  
 1 PREPAREDNESS COORDINATOR  
 1 RECOVERY COORDINATOR  
 6

## SECTION 17

## PLANNING &amp; DEVELOPMENT

1 ADMIN ASST TO DIRECTOR  
 3 ADMIN ASSISTANT (PLANNING)  
 1 ADMIN ASSIST - DPD  
 1 ADMINISTRATIVE ASSISTANT/PURCHASING CLERK  
 1 ASSIST DIR BUSINESS DEVELOPMENT  
 1 ASSIST DIR FISCAL OPERATIONS  
 1 ASSIST DIREC PROJECT MANGT & CONSTRUCTION  
 1 ASSOC DIREC FISCAL OPERATIONS  
 1 BUSINESS SERVICES PROGRAM MANAGER  
 4 CLERK II  
 1 CLERK II (GPOP) LIMITED POSITION  
 1 COMMERCIAL LENDING OFFICER  
 1 COMPLIANCE OFFICER/HUD MONITOR JOBS NOW- LTD. POS.  
 5 COMPLIANCE & MONITORING OFFICER  
 1 COMPLIANCE & MONITORING /1st SOURCE - BI LINGUAL  
 1 COMPLIANCE OFFICER (GPOP) LIMITED POSITION  
 1 DEPUTY DIRECTOR DEVELOPMENT (Neigh Relations)  
 1 DEPUTY DIRECTOR PLANNING & POLICY  
 1 DIRECTOR OF ADMINISTRATION  
 1 DIRECTOR OF COMMUNICATIONS (DPD)  
 1 DIRECTOR OF COMPLIANCE MONITORING /1st SOURCE  
 1 DIRECTOR OF CURRENT PLANNING  
 1 DIRECTOR OF LONG RANGE PLANNING  
 1 DIRECTOR OF PATHWAYS TO OPPORTUNITY-LIMITED POSITION  
 1 DIRECTOR OF PLANNING  
 1 DIRECTOR OF REAL ESTATE  
 1 DIRECTOR PLANNING AND DEVELOPMENT  
 1 ECONOMIC DEVELOPMENT COORDINATOR  
 1 EMPLOYMENT & TRAINING PROGRAM MANAGER (GPOP) LTD  
 1 FINANCIAL COMPLIANCE MONITOR  
 2 FISCAL OFFICER I  
 3 FISCAL OFFICER II  
 3 FISCAL OFFICER III  
 1 GIS ANALYST/DRAFTSMAN  
 2 GIS COORDINATOR  
 1 HOUSING INSPECTOR  
 1 HOUSING OFFICER  
 1 HOUSING PROGRAM COORDINATOR  
 1 HOUSING PROGRAM MANAGER  
 1 HOUSING PROGRAM SPECIALIST  
 2 HUD MONITOR SPECIALIST  
 1 HUD MONITOR SPECIALIST - BILINGUAL  
 1 INFORMATION SYSTEMS COORDINATOR (DPD)  
 1 LEAD ABATEMENT COORDINATOR  
 1 LEAD INSPECTOR (PLANNING & DEVELOPMENT)  
 1 LEGAL RESEARCH ASSISTANT (DPD)  
 1 OFFICE MANAGER(DPD)  
 1 OFFICE MANAGER HOUSING DIVISION  
 2 PLANNER  
 7 PRINCIPAL PLANNER  
 2 PRINCIPAL PLANNER - DEV REV  
 1 PROGRAM EVALUATION OFFICER  
 1 PROGRAM MANAGER/EMPLOYMENT AND TRAINING-LIMITED POSITION  
 1 REAL ESTATE AIDE II  
 1 REHABILITATION PROGRAM MANAGER  
 1 SECRETARY DPD  
 2 SENIOR COMPLIANCE OFFICER  
 1 SENIOR COMPLIANCE OFFICER BILINGUAL  
 1 SENIOR COMPLIANCE OFFICER - 1ST SOURCE  
 1 SENIOR COMPLIANCE & MONITORING OFFICER  
 1 SENIOR DRAFTSMAN - DPD  
 1 SENIOR HOUSING INSPECTOR  
 1 SENIOR LOAN ORIGINATOR OFFICER  
 1 SENIOR REAL ESTATE OFFICER  
 1 SENIOR SUPERVISOR OF REHAB SERVICES  
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SECTION 18	PUBLIC WORKS -- ADMINISTRATION
	1 ACCOUNTS PAYABLE OFFICER
	1 ADMINISTRATIVE ASSISTANT DPW
	0 ASSISTANT DIRECTOR GENERAL SERVICES
	1 CLERK IV
	1 DEPUTY DIRECTOR OF PUBLIC WORKS
	1 DIRECTOR OF PUBLIC WORKS/CHIEF ENGINEER
	1 ENVIRONMENTAL COURT LIAISON
	1 FISCAL ADVISOR
	2 PUBLIC WORKS CLERK
	<u>1 SWITCHBOARD OPERATOR</u>
	10
SECTION 19	PUBLIC WORKS - ENGINEERING
	1 ARCHIVAL CLERK/RECORDS MANAGEMENT
	1 ASST. CHIEF ENGINEERING
	0 ASST. DIRECTOR PROJECT MANAGEMENT
	2 ASSOC ENGINEER III
	1 AUTOCAD DRAFTSMAN
	1 CHIEF ENGINEER
	1 CIVIL ENGINEER
	1 DEPUTY CHIEF ENGINEER
	1 ENGINEERING AIDE III
	1 ENGINEERING AIDE IV
	1 ENGINEERING SUPERVISOR
	1 HURRICANE BARRIER TECHNICIAN
	2 JUNIOR CIVIL ENGINEER
	<u>1 SUPERVISOR OF ENGINEERING/PLANNING</u>
	15
SECTION 20	PUBLIC WORKS - ENVIRONMENTAL ENFORCEMENT
	1 ASSOCIATE DIRECTOR OF ENVIRONMENTAL CONTROL
	1 CITY RECYCLING COORDINATOR
	1 ENVIRONMENTAL CLERK
	0 ENVIRONMENTAL OFFICERS
	7 ENVIRONMENTAL SPECIALIST
	8 ENVIRONMENTAL TECHNICIAN
	3 LABORER (RODENT CONTROL)
	1 MAINTENANCE PLANNER
	1 RODENT CONTROL SUPERVISOR
	1 SPECIAL ASST ENVIRONMENTAL CONTROL
	1 SUPERINTENDENT ENVIRONMENTAL SERVICES
	1 SUPERINTENDENT ENVIRONMENTAL TECHNICIAN
	<u>1 SUPERVISOR OF ENVIRONMENTAL</u>
	27
SECTION 21	PUBLIC WORKS - HIGHWAY & BRIDGE MAINTENANCE
	1 CARPENTER
	5 CEMENT FINISHER
	1 DEPUTY SUPERINTENDENT HIGHWAY
	1 DISPATCHER
	22 EQUIPMENT OPERATOR
	6 FOREMAN
	2 HEAVY EQUIPMENT OPERATOR
	1 HIGHWAY SUPERINTENDENT
	1 JUVENILE ENVIRONMENTAL INSPECTOR
	16 LABORER
	<u>1 MAINTENANCE MAN II</u>
	57
SECTION 22	PUBLIC WORKS - TRAFFIC ENGINEERING
	1 ASSISTANT TRAFFIC ENGINEER
	1 CLERK I - BILINGUAL
	1 CLERK II
	1 FOREMAN TRAFFIC SIGN MAINTENANCE
	1 PARKING METER MAINTENANCE MAN
	1 PARKING METER MAINTENANCE MAN II
	1 TRAFFIC ENGINEER
	1 TRAFFIC ENGINEERING ELECTRICIAN
	1 TRAFFIC MARKER & SIGN MAN
	5 TRAFFIC SIGN MAINTENANCE MAN
	1 TRAFFIC SIGNAL MAINTENANCE FOREMAN
	<u>1 TRAFFIC SYSTEMS ANALYST</u>
	16

SECTION 23 PUBLIC WORKS - SEWER CONSTRUCTION & MAINTENANCE

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

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SECTION 24 PUBLIC WORKS - GARAGE MAINTENANCE & EQUIPMENT

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

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SECTION 25 OFFICE OF PARKING ADMINISTRATOR

- 1 PARKING ADMINSTRATOR

1

SECTION 26 PARKS-NEIGHBORHOOD PARKS AND RECREATION SERVICES

- 1 ADMIN. ASSISTANT - PARKS
- 1 ASSIST. SHOP SUPERVISOR
- 1 ASSISTANT ATHLETIC COORDINATOR
- 1 ATHLETIC COORDINATOR
- 1 CLERK III
- 1 DEPUTY DIRECTOR OF NEIGHBORHOOD SERVICES (NORTH)
- 1 DIRECTOR OF NEIGHBORHOOD PARKS SERVICES
- 1 DIRECTOR OF SUPPORT SEVICES/RECREATION
- 20 EQUIPMENT OPERATOR
- 5 FOREMAN
- 2 HEAVY EQUIPMENT OPERATOR
- 1 INVENTORY CONTROL SUPERV
- 5 LABORER
- 1 LABORER/CUSTODIAN
- 2 LIGHT EQUIPMENT OPERATOR
- 2 MAINT MAN III
- 7 MAINT MAN IV
- 0 MECHANIC
- 1 PARKS ELECTRICIAN
- 10 RECREATION CENTER DIRECTORS
- 1 SENIOR DEPUTY DIRECTOR NEIGHBORHOOD PARK SERVICES
- 2 SENIOR MECHANIC
- 1 SHOP SUPERV-MECHANIC
- 1 SPECIAL EVENTS COORDINATOR
- 1 SUPERVISOR GEN. MAINT.
- 1 SUPERVISOR GROUNDS MAINT

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SECTION 27 PARKS - FORESTRY

- 1 COORDINATOR OF FORESTRY OPERATIONS
- 2 EQUIPMENT OPERATOR
- 1 FORESTRY CLERK
- 2 GENERAL FOREMAN
- 1 HEAVY EQUIP OPERATOR
- 1 LABORER
- 1 TREE INSPECTOR
- 1 TREE RESOURCE MANAGER
- 9 TREE TRIMMERS

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SECTION 28 PARKS - ZOOLOGICAL AND SECURITY SERVICES

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

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SECTION 29            PARKS - BOTANICAL

1 EDUCATION ASSISTANT  
1 EDUCATION SUPERVISOR  
1 EQUIPMENT OPERATOR  
1 FOREMAN  
1 GARDEN CURATOR  
1 GENERAL FOREMAN  
1 GROWER  
1 HEAVY EQUIPMENT OPERATOR  
1 HORTICULTURALIST  
4 LABORERS  
4 LANDSCAPE GARDENER  
1 SUPERVISOR OF INSPECTIONS  
18

SECTION 30            PARKS - ROGER WILLIAMS PARK SERVICES

2 CLERK IV  
1 CURATOR MUSEUM  
2 CURATORIAL ASSISTANT  
3 EQUIPMENT OPERATOR  
1 EVENT PLANNER  
1 FACILITIES COORDINATOR  
2 HEAVY EQUIPMENT OPERATOR  
1 LABORER  
2 LIGHT EQUIPMENT OPERATOR  
1 MANAGER OF EVENTS FACILITIES  
1 MUSEUM DIRECTOR  
1 MUSEUM EDUCATOR  
1 PLANETARIUM PROGRAMMER  
1 PRODUCTION SPECIALIST  
1 PROGRAM VOLUNTEER COORDINATOR  
1 PUBLIC GROUNDS INSPECTOR  
1 ROGER WILLIAMS PARK MANAGER  
9 SECURITY OFFICER  
3 SENIOR SECURITY OFFICER  
35

SECTION 31            PARKS - OFFICE OF THE SUPERINTENDENT

1 ADMIN ASST. TO PARKS SUPERINTENDENT  
1 CITY FORESTER  
1 CLERK STENO III - PARKS  
1 CONSTRUCTION PROJECT MANAGER  
1 DEPARTMENT SWITCHBOARD OPERATOR - PARKS  
1 DEPUTY DIRECTOR OF PARKS  
1 DIRECTOR OF PROGRAMMING - PARKS & RECREATION  
1 FISCAL ADVISOR PARKS  
1 PAYROLL PERSONNEL ASSIST  
1 PRODUCTION COORDINATOR  
1 SECRETARY TO SUPERINTENDENT  
1 SENIOR SECRETARY  
1 SPECIAL PROGRAM MANAGER  
1 SUPERINTENDENT OF PARKS  
1 SUPERINTENDENT OF ENGINEERING & PLANNING  
1 SUPERVISOR OF SPECIFICATIONS  
16

SECTION 32            PARKS - NORTH BURIAL GROUND

1 CLERK I  
5 EQUIPMENT OPERATOR  
1 GENERAL FOREMAN  
1 HEAVY EQUIP OPERATOR  
4 LABORER  
2 LIGHT EQUIPMENT OPERATOR  
1 LIMITED SENIOR MECHANIC  
1 MAINTENANCE MAN II  
1 OFFICE MANAGER NORTH BURIAL GROUND  
1 SENIOR MECHANIC  
18

SECTION 33            RECREATION DEPARTMENT  
(MERGED WITH PARKS)

SECTION 34            RECREATION SEASONAL

12 ASSIST RECREATION CENTER DIREC  
4 BUS DRIVER - REC SEASONAL  
4 CUSTODIANS - SEASONAL  
27 LIFE GUARD  
34 POOL ATTENDANTS  
36 RECREATION AIDES  
0 RECREATION CTR MANAGER  
36 RECREATIONAL LEADER SEASONAL  
2 RECREATION MANAGER  
30 REFEREE  
24 SUPERVISOR  
36 WATCHMAN - SEASONAL  
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SECTION 35	INSPECTION & STANDARDS - ADMINISTRATION
	1 ADMINISTRATOR ASSISTANT
	1 ADMINISTRATOR COORDINATOR (I&S)
	1 CHIEF INFO PROCESSOR
	4 DEPARTMENT CLERK
	1 DEPARTMENT CLERK - BILINGUAL
	1 DEPUTY DIRECTOR OF BUILDING SYSTEMS
	1 DIRECTOR OF INSP & STANDARDS
	1 SECRETARY REVIEW BOARDS
	1 SECRETARY ZONING BOARD OF REVIEW
	5 SENIOR DEPARTMENT CLERK
	2 SENIOR DEPARTMENT CLERK - BILINGUAL
	1 SENIOR DEPARTMENT CLERK - SWITCHBOARD
	<u>1</u> ZONING ASSISTANT
	21
SECTION 36	INSPECTION & STANDARDS - STRUCTURES & ZONING
	1 ALTERNATE BUILDING OFFICIAL
	1 ASSIST SUPERV STRUCTURES AND ZONING
	2 BUILDING INSPECTOR I
	7 BUILDING INSPECTOR II
	7 BUILDING INSPECTOR III
	1 BUILDING OFFICIAL
	1 CHIEF OF STRUCTURES & ZONING
	2 PERMIT TECHNICIAN
	1 PLAN ESTIMATOR
	2 PLAN EXAMINER
	2 SENIOR PERMIT TECHNICIAN
	2 SENIOR PLAN EXAMINER
	<u>1</u> SUPERVISOR STRUCTURES AND ZONING
	30
SECTION 37	INSPECTION & STANDARDS - PLUMBING, DRAINAGE & GAS
	1 CHIEF PLUMBING, DRAINAGE & GAS PIPING
	2 PLUMBING INSPECTOR II
	<u>1</u> PLUMBING INSPECTOR III
	4
SECTION 38	INSPECTION & STANDARDS - ELECTRICAL INSTALL.
	1 CHIEF OF ELEC INST
	2 ELECTRICAL INSPECTOR II
	<u>1</u> ELECTRICAL INSPECTOR III
	4
SECTION 39	INSPECTION & STANDARDS - MECHANICAL INSTALL.
	1 AIR POLLUTION / MECH INSPECTOR
	1 CHIEF OF MECH EQUIP
	<u>2</u> MECH EQUIP INSPECTOR II
	4
SECTION 40	ZONING BOARD OF REVIEW
	1 AUXILIARY MEMBER ZONING BOARD
	1 CHAIRMAN ZONING BOARD OF REVIEW
	<u>4</u> MEMBER ZONING BOARD OF REVIEW
	6
SECTION 41	BUILDING & HOUSING BOARD OF REVIEW
	1 CHAIRMAN BLDG BD OF REVIEW
	<u>4</u> MEMBER BLDG BD OF REVIEW
	5
SECTION 42	INSPECTION & STANDARDS - CODE ENFORCEMENT
	1 CHIEF HOUSING & COMPLIANCE
	1 RENEWAL INSP I
	4 RENEWAL INSP II
	9 RENEWAL INSP III
	<u>1</u> SUPERVISOR CODE ENFORCEMENT
	16
SECTION 43	INSPECTION & STANDARDS - PROSECUTION
	1 ASSIST LEGAL SECRETARY
	1 ASSIST PROSECUTION COORDINATOR
	1 COURT COORDINATOR
	1 LEGAL SECRETARY / PROSECUTION
	<u>1</u> PROSECUTION COORDINATOR
	5

SECTION 44 PUBLIC PROPERTY

- 1 ADMIN ASSIST PUBLIC PROPERTY
- 1 ASSOCIATE DIRECTOR PURCHASING
- 1 ASST. ELECTRICIAN
- 1 CLERK III
- 1 CLERK IV
- 1 COORDINATOR PUBLIC PROPERTY
- 1 DEPUTY DIRECTOR OF PUBLIC PROPERTY
- 1 DIRECTOR OF PUBLIC PROPERTY
- 1 ELECTRICIAN PUBLIC PROPERTY
- 1 ENERGY MANAGER
- 1 FLEET MANAGER
- 2 FOREMAN
- 1 GAS PUMP OPERATOR
- 1 INSPECTOR OF PUBLIC PROPERTY
- 13 LABORER/CUSTODIAN
- 2 MAILROOM CLERK
- 1 MAINT MAN III POOLS & REC
- 1 MANAGEMENT OFFICER
- 1 PRINTER
- 4 PURCHASING AGENT II
- 1 PURCHASING AGENT III
- 1 PURCHASING HELP DESK SUPPORT
- 1 STATIONARY EQUIPMENT OPERATOR
- 1 SUPERVISOR LABORER/CUSTODIAN

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SECTION 45 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

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SECTION 46 OFFICE OF ARTS, FILM, CULTURE & TOURISM

- 1 CULTURAL AFFAIRS COORDINATOR
- 1 DEPUTY DIRECTOR OF CULTURAL AFFAIRS
- 1 DIRECTOR OF CULTURAL AFFAIRS
- 2 PRODUCTION COORDINATOR
- 1 SPONSORSHIP & MARKETING COORDINATOR

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SECTION 47 HUMAN RELATIONS COMMISSION

- 1 EXECUTIVE DIRECTOR - HUMAN RELATIONS COMMISSION
- 1 HOUSING INVESTIGATOR - HUMAN RELATIONS COMMISSION
- 1 INVESTIGATOR - HUMAN RELATIONS COMMISSION
- 1 SECRETARY/TRANSLATOR - HUMAN RELATIONS COMMISSION

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SECTION 48 DEPARTMENT OF HUMAN SERVICES

- 1 DIRECTOR OF SENIOR SERVICES
- 1 DRUG FREE COMMUNITIES COORDINATOR
- 1 ELDERLY AFFAIRS CLERK
- 1 ELDERLY AFFAIRS CLERK
- 1 HEALTHY YOUTH COORDINATOR
- 1 HEALTHY YOUTH OFFICE DIRECTOR
- 1 PATHWAYS TO OPPORTUNITY DIRECTOR
- 1 PROGRAM DIRECTOR SENIOR CITIZENS
- 1 PROGRAM DIRECTOR SENIOR SERVICES
- 1 RISAPA COORDINATOR
- 1 SENIOR SERVICES DIRECTOR
- 1 SPF SIG
- 1 SPF SIG PROJECT COORDINATOR
- 1 SUBSTANCE ABUSE PREVENTION DIRECTOR
- 1 TFC COORDINATOR
- 1 TFC FISCAL COORDINATOR
- 1 TFC PROGRAM MANAGER
- 1 SUPERVISOR - SENIOR SERVICES

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SECTION 49 P.E.R.A.

- 1 CONFIDENTIAL SECRETARY
- 1 EXECUTIVE DIRECTOR
- 2 INVESTIGATOR

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SECTION 50 BOARD OF CANVASSERS

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

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SECTION 51	BOARD OF LICENSES
	1 CHAIRMAN AND SECRETARY B OF L
	1 CHIEF CLERK – B OF L
	4 COMMISSIONER B OF L
	1 DATA SPECIALIST BILINGUAL FEDERAL FUNDED
	1 LICENSE ADMINISTRATOR
	0 LICENSE ADMINISTRATOR (75-DAY RULE)
	1 LICENSE BOARD CLERK
	1 LICENSE BOARD CLERK - BILINGUAL
	2 LICENSE INSPECTOR
	<u>2 SENIOR LICENSE BD CLERK</u>
	14
SECTION 52	VITAL STATISTICS
	1 CHIEF CLERK - VITAL STATISTICS
	1 CITY REGISTRAR OF VITAL STATISTICS
	1 CLERK VITAL STATS - BILINGUAL
	1 SENIOR CLERK II – VITAL STATS
	<u>1 SENIOR CLERK VITAL STATS</u>
	5
SECTION 53	CITY COUNCIL
	2 COUNCIL MAJORITY/MINORITY
	12 COUNCIL MEMBERS
	<u>1 PRESIDENT CITY COUNCIL</u>
	15
SECTION 54	CITY COUNCIL - ADMINISTRATION
	1 ADVANCE COUNCIL
	1 ADMINISTRATIVE AIDE - CITY COUNCIL
	1 ADMINISTRATIVE AIDE - TRANSLATOR
	1 CHIEF OF STAFF -- CITY COUNCIL
	1 COORDINATOR - CITY COUNCIL INITIATIVES
	1 LEGAL ADVISOR
	1 LEGISLATIVE ADVISOR PART-TIME (NO BENEFITS)
	1 MANAGER OF POLICY & RESEARCH
	1 PLANNER
	1 PRESS SECRETARY
	1 RECEPTIONIST – CITY COUNCIL
	1 RESEARCH ANALYST
	1 RESEARCH ASSISTANT
	1 SECRETARY CITY COUNCIL
	1 SPECIAL ASSISTANT TO CITY COUNCIL/SPEC PROJECTS
	1 SUPERVISOR CITY COUNCIL OFFICE
	<u>1 TECHNOLOGY INFORMATION SPECIALIST</u>
	16
SECTION 55	OFFICE OF THE INTERNAL AUDITOR
	1 AUDITOR-IN-CHARGE
	2 ASSISTANT TO INTERNAL AUDITOR
	1 INTERNAL AUDITOR
	1 INTERNAL AUDITOR/ ANALYST
	5
SECTION 56	CITY CLERK
	1 ADMINISTRATIVE ASST. - CITY CLERK
	1 ASSISTANT DEPUTY TO CITY CLERK
	2 CLERK I
	1 CITY CLERK
	1 CLERK BILINGUAL
	1 DEPUTY CITY CLERK FIRST
	1 DEPUTY CITY CLERK SECOND
	1 SECRETARY TO DIRECTOR CITY CLERK
	<u>4 STENOGRAPHIC REPORTER CITY COUNCIL</u>
	13
SECTION 57	MUNICIPAL COURT
	1 CHIEF JUDGE MUNICIPAL COURT
	2 CLERK IV
	1 CLERK PROV MUNICIPAL COURT
	2 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
	<u>1 MUNICIPAL COURT ADMINISTRATOR</u>
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SECTION 58 PROBATE COURT

- 1 CLERK OF PROBATE
- 2 COURT CLERK
- 1 DEPUTY CLERK PROBATE COURT
- 1 JUDGE OF PROBATE
- 5

SECTION 59 CITY TREASURER

- 1 ADMIN ASST-TREASURER
- 1 CHIEF CLERK TREASURY
- 1 CITY TREASURER
- 1 CLERK II
- 3 CLERK IV
- 1 SENIOR AUDITOR ANALYST
- 8

SECTION 60 ARCHIVES

- 1 ARCHIVAL ASSISTANT
- 1 CITY ARCHIVIST
- 0 CLERK II
- 1 DEPUTY ARCHIVIST
- 3

SECTION 61

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 62

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 63

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 64

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 65

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 66

This ordinance shall take effect upon passage.

**IN CITY COUNCIL**  
**FEB - 7 2011**  
**FINAL READING**  
**READ AND PASSED**

*[Signature]*  
 \_\_\_\_\_  
 PRESIDENT

*[Signature]*  
 \_\_\_\_\_  
 CLERK

**IN CITY COUNCIL**  
**FEB - 3 2011**  
**FIRST READING**  
**READ AND PASSED**

*[Signature]*  
 \_\_\_\_\_  
 CLERK

**APPROVED**

*[Signature]*  
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**MAYOR** 2-10-11