

# City of Providence

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

## CHAPTER 2001-34

### No. 570 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 2000-21 APPROVED AUGUST 9, 2000 AS AMENDED.

*Approved* October 29, 2001

*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  
1 SECRETARY TO DIRECTOR CITY CLERK  
1 DEPUTY CITY CLERK FIRST  
1 DEPUTY CITY CLERK SECOND  
5 STENOGRAPHIC REPORTER CITY CO

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#### SECTION 2

#### CITY SERGEANT

1 CITY SERGEANT

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1

#### SECTION 3

#### DEPARTMENT OF LAW

1 ADM ASST CITY SOLICITOR  
10 ASSIST CITY SOLICITOR  
2 ASSIST LEGAL SECRETARY  
1 CITY SOLICITOR  
1 DEPUTY CITY SOLICITOR  
1 LEGAL SECRETARY LAW DEPT  
2 PARALEGAL I  
2 SENIOR ASST. CITY SOLICITOR  
1 SPECIAL ASST. TO CITY SOLICITOR/CLAIMS

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No.

CHAPTER

AN ORDINANCE

THE COMMITTEE ON

*Finance*

Recommends - *Be Continued*

*Anna M. Stilson*

CLERK

5-21-01	6-19-01
5-22-01	6-20-01
5-23-01	6-25-01
5-29-01	6-26-01
5-30-01	6-28-01
5-31-01	7-5-01
6-4-01	7-10-01
6-5-01	7-12-01
6-6-01	7-16-01
6-11-01	7-17-01
6-12-01	7-18-01
6-14-01	7-19-01
6-18-01	

*Public Hearing Held*

THE COMMITTEE ON

*Finance*

Recommends - *Approval, As Amended*

*Anna M. Stilson*

CLERK

9-24-01

IN CITY CLERK  
MAY 2 2001  
CITY CLERK  
CLERK

*Michael R. Clement*  
*ans*

**SECTION 4**

**MUNICIPAL COURT**

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

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**SECTION 5**

**PROBATE COURT**

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

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**SECTION 6**

**HOUSING COURT**

2 ASSOC JUSTICE HOUSING COURT  
 1 CHIEF JUDGE (HOUSING COURT)  
 1 CLERK IV  
 1 CLERK STENO III  
 1 HOUSING COURT ADMINISTRATOR

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**SECTION 7**

**FINANCE DEPARTMENT**

1 ADMIN. ASSIST FINANCE DIRECTOR  
 1 ASSISTANT TO FINANCE DIRECTOR  
 1 AUDIT SUPERVISOR  
 1 BUDGET ANALYST  
 1 BUDGET OFFICER/ DEPUTY FINANCE DIR.  
 1 CLERK II  
 2 DATA PROCESSING ASSISTANT  
 1 DATA PROCESSING COORDINATOR  
 1 DATA PROCESSING DIRECTOR  
 1 DIRECTOR OF FINANCE  
 1 NETWORK ENGINEER  
 1 WEB MASTER

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**SECTION 8****CONTROLLERS**

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

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**SECTION 9****RETIREMENT**

1 PENSION ADMINISTRATOR  
 2 RETIREMENT DIVISION CLERK  
 2 SENIOR RETIREMENT DIV. CLERK

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**SECTION 10****COLLECTORS**

1 ASSIST CITY COLLECTOR  
 1 CHIEF TELLER  
 1 CITY COLLECTOR  
 5 CLERK CITY COLLECTOR  
 1 CLERK CITY COLLECTOR-BILINGUAL  
 1 CLERK CITY COLLECTOR-COURIER  
 1 CONTROL SUPERVISOR  
 1 DEPUTY CITY COLLECTOR  
 1 FISCAL OFFICER CITY COLLECTOR  
 1 SUPERVISOR PERSONAL PROPERTY TAX COLL  
 4 TELLERS

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**SECTION 11****ASSESSORS**

1 ADMIN ASSIST (ASSESSOR)  
 1 ADMINISTRATIVE AIDE  
 5 APPRAISER I  
 2 APPRAISER-COMMERCIAL  
 1 APPRAISER-RESIDENTIAL  
 1 CITY ASSESSOR  
 3 CLERK ASSESSOR'S OFFICE  
 0 CLERK II  
 1 DEPARTMENTAL CLERK (ASSESSORS)  
 1 DEPUTY CITY ASSESSOR  
 1 DRAFTSMAN REAL ESTATE

1 MOTOR VEHICLE APPRAISER  
 1 READER OF DEEDS  
 1 SECRETARY BD OF TAX ASSESSMENT  
 2 SENIOR CLERK ASSESSOR  
 1 SUPERVISOR PROPERTY TAX  
 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)

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**SECTION 13 CITY TREASURER**

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

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**SECTION 14 PERSONNEL**

1 ADM ASST PERSONNEL  
 1 ASST CLAIMS EXAMINER  
 1 ASSISTANT TO PERSONNEL DIRECTOR  
 1 CLAIMS EXAMINER (WORK COMP)  
 1 COORDINATOR OF EMPLOYEES BENEFITS  
 1 EQUAL OPPORT EMPLOY OFFICER  
 0 OCCUPATIONAL HEALTH OFFICER  
 1 PERSONNEL CLERK I/PERSONNEL  
 1 PERSONNEL DIRECTOR  
 1 PERSONNEL TECHNICIAN I  
 1 PERSONNEL TECHNICIAN II

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**SECTION 15 COMMISSIONER OF PUBLIC SAFETY**

1 ADMIN ASSIST FISCAL AFFAIRS  
 1 ADMIN ASSIST TO COMM  
 1 CHIEF CLERK  
 1 CLERK IV  
 1 COMMISSIONER OF PUBLIC SAFETY  
 1 DEPUTY COMMISSIONER-COMMUNITY  
 1 DEPUTY COMMISSIONER-ETHICS  
 1 DEPUTY COMMISSIONER-FISCAL  
 1 GRANT WRITER-ADMINISTRATIVE  
 1 MIS DIRECTOR  
 2 SENIOR FISCAL OFFICER

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**SECTION 16****POLICE DEPARTMENT**

2 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  
 3 CLERK II  
 9 CLERK IV  
 1 CLERK SPECIAL PROJECTS  
 3 DETECTIVE BUREAU LEGAL CLERK  
 8 DETENTION OFFICER  
 1 FOREMAN  
 1 GRAPHIC ARTIST DESIGN  
 1 KENNEL DIRECTOR  
 6 LABORER  
 0 MANAGEMENT INFORMATION SYSTEMS  
 26 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  
 3 RECORDS BUREAU CLERK  
 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  
 0 CLERK II  
 1 DEPARTMENT INVESTIGATIVE OFFICER  
 6 DEPUTY ASSIST FIRE CHIEF  
 1 DIRECTOR OF TRAINING  
 9 FIRE BATTALION CHIEF  
 24 FIRE CAPTAIN  
 1 FIRE CAPTAIN DISPATCHER  
 1 FIRE CHIEF  
 1 FIRE EQUIP MAN  
 1 FIRE EQUIP SUPERINTENDENT I  
 1 FIRE EQUIP SUPERINTENDENT II

70 FIRE LIEUTENANT  
 1 FIRE MARSHALL (PLAN REVIEWER)  
 1 FIRE PREVENTION CAPTAIN  
 2 FIRE PREVENTION LIEUTENANT  
 8 FIRE RESCUE CAPTAIN  
 20 FIRE RESCUE LIEUTENANT  
 20 FIRE RESCUE TECHNICIAN  
 1 FIRE TRAINING INSTRUCTOR  
 319 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 SUPERINTENDENT OF CARPENTER SHOP

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## SECTION 18

## COMMUNICATIONS

1 ADMINISTRATIVE ASSISTANT TO DIR OF COMM  
 1 CHIEF DISPATCHER OF OPERATIONS  
 1 CHIEF RADIO ENGINEER  
 12 CLASSIFIED DISPATCHER-POLICE  
 1 CLERK II  
 6 COMMUNICATION SPECIALIST-POLICE  
 24 CONTROL CENTER OPERATORS  
 7 CREW CHIEFS  
 1 DEPUTY DIRECTOR OF COMMUNICATION  
 1 DIRECTOR OF COMMUNICATIONS  
 5 FIRE ALARM TECHNICIAN  
 1 FIRE ALARM TECHNICIAN INSPECTOR  
 12 FIRE DEPARTMENT DISPATCHER  
 1 FOREMAN CABLE CREW  
 1 FOREMAN LINE CREW  
 2 LABORER  
 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****TRAFFIC ENGINEERING**

1	CLERK II
0	CLERK IV
1	DEPUTY DIRECTOR TRAFFIC ENGINEERING
1	DIRECTOR TRAFFIC ENGINEERING
1	FOREMAN TRAFFIC SIGN MAINTENANCE
0	PARKING METER MAINT MAIN I
1	PARKING METER MAINT MAN II
1	TRAFFIC ENGINEERING ELECTRICIAN
1	TRAFFIC MARKER AND SIGN MAN
4	TRAFFIC SIGN MAINT MAN
1	TRAFFIC SIGNAL MAINT FOREMAN
1	TRAFFIC SYSTEMS ANALYST

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**SECTION 20****INSPECTION & STANDARDS**

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

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**SECTION 21****STRUCTURES & ZONING**

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

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**SECTION 22****PLUMBING DRAINAGE & GAS PIPING**

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

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**SECTION 23****ELECTRICAL INSTALLATIONS**

1	CHIEF OF ELEC INST
3	ELECTRICAL INSPECTOR II

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**SECTION 24                      MECHANICAL INSTALLATIONS**

1	AIR POLLUTION / MECH INSPECTOR
1	CHIEF OF MECH EQUIP
3	MECH EQUIP INSPECTOR II
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**SECTION 25                      ZONING BOARD OF REVIEW**

1	AUXILIARY MEMBER ZONING BOARD
1	CHAIRMAN ZONING BOARD OF REVIEW
4	MEMBER ZONING BOARD OF REVIEW
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**SECTION 26                      BUILDING BOARD OF REVIEW**

1	CHAIRMAN BLDG BD OF REVIEW
4	MEMBER BLDG BD OF REVIEW
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**SECTION 27                      HOUSING BOARD OF REVIEW**

1	CHAIRMAN HOUSING BD OF REVIEW
4	MEMBER HOUSING BD OF REVIEW
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**SECTION 28                      CODE ENFORCEMENT**

3	RENEWAL INSP I
2	RENEWAL INSP II
5	RENEWAL INSP III
1	SUPERVISOR CODE ENFORCEMENT
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**SECTION 29                      PROSECUTION**

2	ASSIST LEGAL SECRETARY
1	ASSIST PROSECUTION COORDINATOR
1	LEGAL SECRETARY / PROSECUTION
1	PROSECUTION COORDINATOR
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**SECTION 30                      UTILITIES & STANDARDS**

1	CHIEF UTILITIES & STANDARDS
1	FIRST DEPUTY SEALER
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**SECTION 31****PUBLIC WORKS ADMINISTRATION**

1 ACCOUNTS PAYABLE OFFICER  
 1 ADMINISTRATIVE ASSISTANT DPW  
 1 ASSISTANT DIRECTOR GEN SERVICES  
 0 CHIEF ENGINEER  
 0 CLERK II  
 2 CLERK IV  
 1 DIRECTOR OF PUBLIC WORKS/CHIEF ENGINEER  
 1 ENVIRONMENTAL COURT LIASON  
 1 OPERATIONS MANAGER  
 2 PUBLIC WORKS CLERK

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**SECTION 32****ENGINEERING**

1 ASSOC ENGINEER I  
 2 ASSOC ENGINEER III  
 0 ASSOC ENGINEER IV  
 1 ENGINEERING AIDE III  
 1 ENGINEERING AIDE IV  
 1 ENGINEERING SUPERVISOR  
 1 HURRICANE BARRIER TECHNICIAN

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**SECTION 33****ENVIRONMENTAL ENFORCEMENT**

1 AUTO SQUAD INSPECTOR  
 1 COURT CLERK  
 1 ENVIRONMENTAL CLERK  
 3 ENVIRONMENTAL OFFICERS  
 1 ENVIRONMENTAL SPECIALIST  
 3 EQUIPMENT OPERATOR  
 1 FOREMAN  
 0 HEAVY EQUIP OPERATOR  
 9 LABORERS  
 2 LABORERS (RODENT CONTROL)  
 1 MAINT PLANNER  
 1 RECYCLING COORDINATOR  
 1 SPECIAL ASST ENVIRONMENTAL CONTROL  
 1 SUPERINTENDENT ENV SERV.  
 1 SUPERVISOR OF ENVIRONMENTAL

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**SECTION 34****HIGHWAY**

4 CEMENT FINISHER  
 1 CURBSETTER  
 1 DEPUTY SUPERINTENDENT HIGHWAY  
 1 DISPATCHER  
 1 ENGINEERING AIDE III  
 10 EQUIPMENT OPERATOR  
 3 FOREMAN  
 1 HEAVY EQUIPMENT OPERATOR

1 HIGHWAY SUPERINTENDENT  
 1 JUNIOR ENVIRONMENTAL INSPECTOR  
 14 LABORER  
 1 LABORER FOREMAN  
 1 PREVENT MAINT OPERATOR  
 0 STOCK ROOM CLERK  
 1 SUPERVISOR SIDEWALK PROGRAM

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### SECTION 35 BRIDGE MAINTENANCE

1 CARPENTER  
 0 EQUIPMENT OPERATORS  
 1 FOREMAN  
 1 LABORER  
 1 MAINT MAN II

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### SECTION 36 SEWER CONSTRUCTION & MAINTENANCE

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

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### SECTION 37 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

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### SECTION 38 RECREATION

1 ASSIST TO DIR. OF RECREATION  
 1 ASSISTANT ATHLETIC COORDINATOR  
 1 ATHLETIC COORDINATOR  
 1 BUS DRIVER/VAN DRIVER MAINT  
 0 CLERK IV  
 1 COORDINATOR OF SENIOR PROGRAMS  
 2 COORDINATOR OF TRANSPORTATION  
 1 DIRECTOR OF RECREATION  
 1 DIRECTOR OF SENIOR PROGRAMS  
 1 ELDERLY AFFAIRS CLERK  
 1 PROGRAM DIRECTOR RECREATION  
 11 RECREATION CENTER DIRECTOR

1	RECREATION SUPERVISOR
1	SECRETARY RECREATION DEPT
2	SENIOR SECRETARY
1	SPECIAL EVENTS COORDINATOR
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**SECTION 39                      RECREATION SEASONAL**

6	ASSIST POOL DIRECTORS
33	ASSIST RECREATION CENTER DIREC
2	BUS DRIVER - REC SEASONAL
1	CLINIC COORDINATOR
4	CUSTODIANS - SEASONAL
2	DAYCARE CENTER ATTENDENT
30	LIFE GUARD
36	POOL ATTENDANTS
2	POOL DIRECTORS
28	RECREATION AIDES
1	RECREATION CTR DIR SEASONAL
32	RECREATIONAL LEADER SEASONAL
30	REFEREE
20	SUPERVISOR - ACTIVITIES
1	SUPERVISOR - PLAYGROUND
1	SUPERVISOR - POOLS
7	SUPERVISOR
30	WATCHMAN - SEASONAL
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**SECTION 40                      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
12	EQUIPMENT OPERATOR
3	FOREMAN
1	GENERAL FOREMAN
3	HEAVY EQUIPMENT OPERATOR
1	INVENTORY CONTROL SUPERV
19	LABORER
7	MAINT MAN III
0	MECHANIC
1	PARKS ELECTRICIAN
1	PUBLIC GROUNDS INSP
1	SECRETARY - PARKS
3	SENIOR MECHANIC
1	SHOP SUPERV-MECHANIC
2	SUPERVISOR GEN. MAINT.
1	SUPERVISOR GROUNDS MAINT
1	TREE FARM MANAGER
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**SECTION 41****PARKS FORESTRY**

1 CHIEF PARK PLANNER  
 1 COORDINATOR OF FORESTRY OPERATIONS  
 3 EQUIPMENT OPERATOR  
 1 FORESTRY CLERK  
 1 GENERAL FOREMAN  
 1 HEAVY EQUIP OPERATOR  
 1 LABORER  
 8 TREE TRIMMERS

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**SECTION 42****ZOOLOGICAL AND SECURITY SERVICES**

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

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**SECTION 43****DEVELOPMENT AND ENVIRONMENTAL**

3 LABORERS  
 6 LANDSCAPE GARDENER  
 0 LANDSCAPE GARDENER SPEC PROJECTS  
 1 PARKS CONSTRUCTION INSPECTOR  
 1 SUPERVISOR OF ENG/PLANN.  
 1 SUPERVISOR OF GREENHOUSES

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**SECTION 44****DEPARTMENT OF PARKS PROGRAMMING SERVICES**

1 CLERK I  
 1 CLERK IV  
 1 CULTURAL AFFAIRS COORD  
 1 CURATOR  
 2 CURATORIAL ASSIST.  
 1 EDUCATIONAL ASSIST.  
 1 ENVIRONMENTAL SERVICE CLERK  
 1 FACILITIES COORDINATOR  
 1 MUSEUM DIRECTOR  
 1 MUSEUM EDUCATOR  
 1 PLANETARIUM PROGRAMMER  
 1 PRODUCTION SPECIALIST  
 1 PROGRAM ADMINISTRATOR

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**SECTION 45****OFFICE OF THE PARKS SUPERINTENDENT**

1 CHIEF, INFORMATION PROCESSOR  
 0 CLERK IV  
 1 CLERK STENO III  
 1 CONSTRUCTION PROJECT MANAGER  
 1 DEPUTY DIRECTOR OF PARKS  
 0 GENERAL MANGER-RINK  
 1 FISCAL ADVISOR PARKS  
 0 MARKETING PROGRAMMER-RINK  
 1 OFFICE MANAGER  
 1 PAYROLL PERSONNEL ASSIST  
 1 SECRETARY TO SUPERINTENDENT  
 15 SECURITY OFFICER  
 1 SENIOR SECURITY OFFICER  
 1 SUPERINTENDENT OF PARKS  
 1 SWITCHBOARD OPER II (PARKS)

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 26

**SECTION 46****NORTH BURIAL GROUND**

0 ADMIN ASST PARKS  
 1 DEPUTY DIRECTOR GROUNDS  
 1 GENERAL FORMAN  
 1 HEAVY EQUIP OPER  
 3 LABORER  
 0 MAIN MAN II  
 1 OFFICE MANAGER NORTH BURIAL GROUND  
 1 PARKS PERSONAL SECRETARY  
 1 SENIOR MECHANIC  
 0 SUPERVISOR - NBG

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**SECTION 47****RECORDER OF DEEDS**

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

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**SECTION 48****VITAL STATISTICS**

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

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**SECTION 49****BOARD OF CANVASSERS**

1 CHIEF CLERK-BD-CANV  
0 CLERK II  
4 CLERK IV  
1 EXEC SECRETARY BD OF CANV  
2 MEMBER OF BD OF CANV  
1 SUPERVISOR OF ELECTION MAT  
1 SUPERVISOR REGISTRATION/CANVASSERS

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**SECTION 50****BOARD OF LICENSES**

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

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**SECTION 51****PROVIDENCE HUMAN RELATIONS**

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

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**SECTION 52****PROVIDENCE EMERGENCY MANAGEMENT**

0 CLERK IV  
1 DEPUTY DIRECTOR CIV DEF  
0 DIRECTOR OF CDPA  
1 EMERGENCY MANAGEMENT SPECIALIST  
1 OPER PLANN TRAIN & HUB INF OF  
1 PORT SECRETARY

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**SECTION 53****PLANNING & DEVELOPMENT**

3 ADMIN ASST  
1 ADMIN ASST-DIRECTOR  
1 ADMIN ASST PLANNING  
1 ADMIN ASST (DPD)  
0 ADMIN ASST – ECONOMIC DEVELOPMENT  
1 ADMIN SUPPORT-LEAD PROGRAM  
1 ASSIST CITY PLANNER  
1 ASSIST DIRECTOR BUSINESS DEV  
1 ASSIST DIRECTOR FISCAL OPERATIONS  
1 ASSIST DIRECTOR HOUSING DEV  
1 ASSIST DIRECTOR (NEIGH PLAN)

1 ASSIST DIRECTOR PLANNING  
 2 ASSIST DIRECTOR PROJECT MANAGEMENT  
 1 ASSIST PLANNER  
 1 ASSOC DIRECTOR – COMMUNITY DEVELOPMENT  
 1 ASSOC DIRECTOR (NEIGH DEVEL)  
 1 ASSOC DIRECTOR OF FISCAL OPERATIONS  
 1 ASSOC DIRECTOR OF PLANNING  
 1 ASSOC DIR PROJECT MANAGEMENT  
 1 ASSOC DIR SPECIAL PROJECTS  
 1 CHIEF LENDING OFFICER  
 1 COMMERCIAL LEND OFFICER  
 1 COMMUNITY LIAISON OFFICER  
 1 COORDINATOR SENIOR AIDES  
 1 DEPUTY DIRECTOR PLANNING & POLICY  
 1 DIRECTOR PLANNING AND DEVELOPMENT  
 1 ECONOMIC DEVELOPMENT COORD  
 1 FINANCIAL COMPLIANCE MONITOR  
 1 FISCAL LENDING OFFICER  
 1 FISCAL OPERATIONS OFFICER  
 1 GIS COORDINATOR  
 2 HUD MONITOR SPECIALIST  
 1 HOME MONITORING SPECIALIST  
 1 HOUSING PROGRAM SPECIALIST  
 1 HOUSING PROGRAM COORDINATOR  
 1 INFO SYSTEMS COORDINATOR (DPD)  
 1 LEAD ABATEMENT COORINATOR  
 1 LEGAL RESEARCH ASSISTANT (DPD)  
 1 LOAN COLLECTION SUPERVISOR  
 1 MANAGEMENT INFORMATION SYSTEMS  
 1 OFFICE MANAGER HOUSING DIVISION  
 1 PERSONAL SECRETARY (DPD)  
 1 PLANNER  
 1 PRESERVATION PLANNER  
 2 PRINCIPAL PLANNER  
 0 PRINCIPAL PLANNER FOR HISTORICAL PRESERV.  
 1 PROGRAM EVALUATION OFFICER  
 1 PROJECT SUPERVISOR FOR DIRECTOR  
 1 PURCHASING AGENT DPD  
 1 REAL ESTATE AIDE III  
 0 RECEPTIONIST DPD  
 1 RESIDENTIAL LENDING OFFICER  
 1 REHABILITATION SPECIALIST  
 1 SENIOR DRAFTSMAN DEPT PLAN  
 4 SENIOR PLANNER  
 2 SENIOR PLANNER II  
 1 SENIOR REHAB SPECIALIST  
 3 SENIOR SUPERVISOR REHAB SERVICES  
 0 SUPERVISOR REHABILITATION SERVICES  
 1 SUPERVISOR COMPREHENSIVE PLAN  
 1 SUPERVISOR ENGINEERING/PLANNING  
 1 SUPERVISOR OF SPECIFICATIONS  
 1 SWITCHBOARD OPERATOR  
 1 VERIFICATION OFFICER  
 1 VERIFICATION SPECIALIST  
 2 VERIFICATION SPECIALIST/SEC



## SECTION 54 CITY COUNCIL ADMINISTRATION

1 ADVANCE COUNCIL  
 1 ADMINISTRATIVE COORDINATOR  
 1 ASST TO INTERNAL AUDITOR  
 0 COUNCIL LIASION  
 1 INTERNAL AUDITOR  
 1 INTERNAL AUDITOR - ANALYST  
 1 RESEARCH ANALYST  
 3 SECRETARY CITY COUNCIL  
 1 RESEARCH ASSISTANT - COUNCIL

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## SECTION 55 ARCHIVES & HISTORY

1 ARCHIVAL ASSISTANT  
 1 CLERK III  
 1 CITY ARCHIVIST

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## SECTION 56 MAYOR'S COUNCIL ON SUBSTANCE ABUSE

1 ADMIN ASST  
 1 ASST TO DIRECTOR  
 1 DEPUTY DIRECTOR MAYORS' COUNCIL  
 1 EXECUTIVE DIRECTOR MAYOR'S COUNCIL  
 1 OFFICE MANAGER-MAYOR'S COUNCIL  
 0 PREVENTION SPECIALIST  
 2 PROJECT DIRECTOR MAYOR'S COUNCIL  
 0 RIASAP DIRECTOR

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## SECTION 57 PORT OF PROVIDENCE

## SECTION 58 PUBLIC PROPERTY

1 ACTING DIRECTOR OF PUBLIC PROPERTY  
 1 ADMIN ASSIST PUBLIC PROPERTY  
 0 ASST. CITY PRINTER  
 1 ASST. ELECTRICIAN  
 1 COORDINATOR PUBLIC PROPERTY  
 1 ELECTRICIAN  
 1 GAS PUMP OPERATOR  
 2 INSPECTOR OF PUBLIC PROPERTY  
 8 LABORER/CUSTODIAN  
 1 MAINT MAN III POOLS & REC  
 2 MAILROOM CLERK  
 1 MANAGEMENT OFFICER  
 1 PRINTER  
 1 PUBLIC PROPERTY ANALYST  
 0 SENIOR MECHANIC  
 1 SUPERVISOR LABORER/CUSTODIAN

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**SECTION 59****PURCHASING**

1 CLERK I (PURCHASING)  
 0 CLERK I  
 2 CLERK III (PURCHASING)  
 1 MBE/WBE PROGRAM ADMINISTRATOR  
 2 PURCHASING AGENT II  
 2 PURCHASING AGENT III  
 1 SUPERVISOR/PURCHASING AGENT

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**SECTION 60** 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 61** 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 62** 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 63** Chapter 2000-21 of the Ordinances of the City of Providence approved August 9, 2000, with all amendments and additions thereto, is hereby repealed and all other Ordinances or parts thereof inconsistent herewith are likewise repealed.

**SECTION 64** The provisions of this ordinance shall not be construed as a ratification of any collective bargaining agreement.

**SECTION 65** This Ordinance shall take effect upon its passage.

IN CITY COUNCIL  
 OCT 4 2001  
 FIRST READING  
 READ AND PASSED

**APPROVED**

OCT 29 2001

MAYOR

IN CITY COUNCIL  
 OCT 18 2001  
 FINAL READING  
 READ AND PASSED

PRESIDENT

CLERK