

**City of Providence**  
STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

**CHAPTER 2008-44**

**No. 382                      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 2007-46, NO. 425 APPROVED JULY 31, 2007.  
AS AMENDED.

*Approved October 8, 2008*

*Be it ordained by the City of Providence:*

**SECTION 1            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
- 4 STENOGRAPHIC REPORTER CITY COUNCIL

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**SECTION 2            CITY SERGEANT**

- 1 CITY SERGEANT

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SECTION 3 DEPARTMENT OF LAW

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1 ADM ASST CITY SOLICITOR  
12 ASSISTANT CITY SOLICITORS  
1 CONFIDENTIAL SECRETARY  
1 CITY SOLICITOR  
1 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  
28

SECTION 4 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  
1 MUNICIPAL COURT ADMINISTRATOR  
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SECTION 5 PROBATE COURT

1 CLERK OF PROBATE  
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

1 ADMIN. ASSIST FINANCE DIRECTOR  
 0 ASST. TO DATA PROCESSING (Chief Information Officer)  
 1 ASSISTANT TO FINANCE DIRECTOR  
 0 ASSISTANT TO DIRECTOR OF PROVSTAT  
 2 BUDGET ANALYST  
 1 BUDGET OFFICER/ DEPUTY FINANCE DIRECTOR  
 0 CHIEF INFORMATION OFFICER  
 0 DATA PROCESSING ADMINISTRATOR  
 0 DATA PROCESSING CLERK/HELP DESK  
 0 DATA PROCESSING SUPPORT  
 1 DIRECTOR OF FINANCE  
 0 GIS DIRECTOR  
 1 MANAGER OF GRANT WRITING  
 0 LAWSON SUPPORT ENGINEERS  
 0 NETWORK ENGINEER  
 0 PROVSTAT DIRECTOR  
 1 REVENUE COLLECTION AGENT  
 0 WEB MASTER

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## SECTION 8 INFORMATION TECHNOLOGY (DATA PROCESSING)

1 ASST. TO DATA PROCESSING (Chief Information Officer)  
 1 CHIEF INFORMATION OFFICER  
 1 DATA NETWORK ADMINISTRATOR  
 1 DATA PROCESSING CLERK/HELP DESK  
 1 GIS DIRECTOR  
 1 INFORMATION TECH. ADMIN. ASST  
 1 LAWSON SUPPORT ENGINEERS  
 1 NETWORK ENGINEER  
 1 PROVSTAT DIRECTOR  
 1 WEBMASTER

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## SECTION 9 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 FISCAL OFFICER  
 2 FISCAL OFFICER II  
 2 FISCAL OFFICER III  
 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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- 1 ASSISTANT TO PENSION ADMINISTRATOR
- 1 CLERK IV
- 1 PENSION ADMINISTRATOR
- 2 RETIREMENT DIVISION CLERK
- 3 SENIOR RETIREMENT DIV. CLERK
- 8

## SECTION 11 CITY COLLECTOR

- 1 ASSIST CITY COLLECTOR
- 1 CHIEF TELLER
- 1 CITY COLLECTOR
- 4 CLERK II
- 2 CLERK.III
- 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
- 25

## SECTION 12 CITY ASSESSOR

- 1 ADMIN ASSIST (ASSESSOR)
- 1 ADMINISTRATIVE AIDE
- 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

## SECTION 12 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
- 28

- 1 CHAIRMAN BD OF TAX ASSESSMENT
- 4 MEMBER OF BOARD (TAX ASSESSMENT)
- 5

## SECTION 14 CITY TREASURER

- 1 ADMIN ASST-TREASURER
- 1 CHIEF CLERK TREASURY
- 1 CITY TREASURER
- 1 CLERK II
- 2 CLERK IV
- 6

## SECTION 15 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
- 0 PROGRAM MANAGER HR
- 1 TRAINING COORDINATOR
- 2 SENIOR CLAIMS EXAMINER
- 1 WORKERS COMPENSATION CLAIM ADMINISTRATOR
- 19

## SECTION 16 COMMISSIONER OF PUBLIC SAFETY

- 1 ADMIN ASSIST FISCAL
- 2 ADMIN ASSIST TO COMMISSIONER
- 2 CHIEF CLERK
- 0 COMMISSIONER OF PUBLIC SAFETY
- 1 DEPUTY COMMISSIONER
- 1 FISCAL OFFICER
- 1 GRANTS WRITER
- 1 PAYROLL ANALYST - PUBLIC SAFETY
- 2 SENIOR FISCAL OFFICER
- 11

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  
11 CLERK IV  
2 CLERK SPECIAL PROJECTS  
5 COORDINATOR  
18 CUSTOMER SERVICE CLERK  
1 DEPUTY CHIEF  
3 DETECTIVE BUREAU LEGAL CLERK  
16 DETENTION OFFICER  
1 EXECUTIVE ADMINISTRATIVE ASSISTANT  
1 FOREMAN  
1 GRAPHIC ARTIST DESIGN  
1 HUMAN RESOURCE MANAGER - PS  
0 INVESTIGATIVE CLERK  
1 KENNEL DIRECTOR  
2 LABORER  
8 LEGAL CLERK  
0 MANAGEMENT INFORMATION SYSTEMS  
38 PARKING CHECKERS  
8 POLICE CAPTAIN  
1 POLICE CHIEF  
1 POLICE INSPECTOR  
20 POLICE LIEUTENANT  
4 POLICE MAJOR  
395 POLICE PERSON  
64 POLICE SERGEANT  
3 PROSECUTION LEGAL CLERK  
1 PUBLIC INFORMATION OFFICER  
4 RECORDS BUREAU CLERK  
1 SECRETARY MOUNTED COMMAND  
1 SENIOR ANIMAL CONTROL OFFICER  
1 SENIOR ANIMAL HANDLER  
4 SENIOR LEGAL CLERK - POLICE  
2 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

1 ADMIN. ASSIST. TO FIRE CHIEF  
1 AIR SUPPLY TECH  
1 ASSIST CHIEF OF OPERATIONS  
1 ASSIST FIRE CHIEF  
1 ASSIST PLAN REVIEW INSPECTOR  
1 ASSIST SHOP SUPERVISOR  
1 CHIEF OF COMMUNICATIONS - FIRE  
1 CLERK II  
1 CLERK IV  
1 COORDINATOR  
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  
1 FIRE EQUIP MAN  
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  
5 FIRE RESCUE CAPTAIN  
15 FIRE RESCUE LIEUTENANT  
20 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 LABORER  
1 PERSON IN CHARGE CARPENTER SHOP  
1 PERSON IN CHARGE SUPPLY ROOM  
3 PLAN REVIEW INSPECTOR  
1 SECRETARY TO FIRE CHIEF  
10 SENIOR MECHANIC  
1 SHOP SUPERVISOR - FIRE  
1 SUPERVISOR OF MAINTENANCE

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## SECTION 19 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

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SECTION 20 INSPECTION & STANDARDS - ADMINISTRATION

- 1 ADMINISTATOR 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
- 1 ZONING ASSISTANT

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SECTION 21 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 PLAN EXAMINER
- 1 PERMIT TECHNICIAN
- 1 PLAN ESTIMATOR
- 2 SENIOR PERMIT TECHNICIAN
- 2 SENIOR PLAN EXAMINER
- 1 SUPERVISOR STRUCTURES AND ZONING

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SECTION 22 INSPECTION & STANDARDS - PLUMBING DRAINAGE & GAS

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

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SECTION 23 INSPECTION & STANDARDS - ELECTRICAL INSTALLATION

Page 9

1 CHIEF OF ELEC INST  
3 ELECTRICAL INSPECTOR II  
4

SECTION 24 INSPECTION & STANDARDS - MECHANICAL INSTALL.

1 AIR POLLUTION / MECH INSPECTOR  
1 CHIEF OF MECH EQUIP  
2 MECH EQUIP INSPECTOR II  
4

SECTION 25 ZONING BOARD OF REVIEW

1 AUXILIARY MEMBER ZONING BOARD  
1 CHAIRMAN ZONING BOARD OF REVIEW  
4 MEMBER ZONING BOARD OF REVIEW  
6

SECTION 26 BUILDING & HOUSING BOARD OF REVIEW

1 CHAIRMAN BLDG BD OF REVIEW  
4 MEMBER BLDG BD OF REVIEW  
5

SECTION 27 INSPECTION & STANDARDS - CODE ENFORCEMENT

1 CHIEF HOUSING & COMPLIANCE  
1 RENEWAL INSP I  
4 RENEWAL INSP II  
9 RENEWAL INSP III  
1 SUPERVISOR CODE ENFORCEMENT  
16

SECTION 28 INSPECTION & STANDARDS - PROSECUTION

1 ASSIST LEGAL SECRETARY  
1 ASSIST PROSECUTION COORDINATOR  
1 COURT COORDINATOR  
1 LEGAL SECRETARY / PROSECUTION  
1 PROSECUTION COORDINATOR  
5

1 ACCOUNTS PAYABLE OFFICER  
1 ADMINISTRATIVE ASSISTANT DPW  
0 ASSISTANT DIRECTOR GENERAL SERVICES  
1 CLERK IV  
1 DEPARTMENT SWITCHBOARD OPERATOR  
1 DEPUTY DIRECTOR OF PUBLIC WORKS  
1 DIRECTOR OF PUBLIC WORKS/CHIEF ENGINEER  
1 ENVIRONMENTAL COURT LIAISON  
1 FISCAL ADVISOR  
2 PUBLIC WORKS CLERK  
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## SECTION 30 PUBLIC WORKS - ENGINEERING

1 ASST. CHIEF ENGINEERING  
1 ASST. DIRECTOR PROJECT MANAGEMENT  
2 ASSOC ENGINEER III  
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  
1 SUPERVISOR OF ENGINEERING/PLANNING  
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## SECTION 31 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  
4 LABORER (RODENT CONTROL)  
1 MAINTENANCE PLANNER  
1 RODENT CONTROL SUPERVISOR  
1 SPECIAL ASST ENVIRONMENTAL CONTROL  
1 SUPERINTENDENT ENVIRONMENTAL SERVICES  
1 SUPERINTENDENT ENVIRONMENTAL TECHNICIAN  
1 SUPERVISOR OF ENVIRONMENTAL  
28

SECTION 32 PUBLIC WORKS - HIGHWAY & BRIDGE MAINTENANCE

Page 11

- 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
- 1 MAINTENANCE MAN II
- 57

SECTION 33 PUBLIC WORKS - TRAFFIC ENGINEERING

- 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
- 1 TRAFFIC SYSTEMS ANALYST
- 14

SECTION 34 PUBLIC WORKS - SEWER CONST. & MAINT.

- 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
- 16

SECTION 35 PUBLIC WORKS - GARAGE MAINTENANCE

- 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
- 11

1 ASSISTANT COORDINATOR OF SUPPORT SERVICES  
1 ASSISTANT ATHLETIC COORDINATOR  
1 ATHLETIC COORDINATOR  
2 CLERK I  
2 COORDINATOR OF TRANSPORTATION  
1 DEPUTY DIRECTOR OF RECREATION  
1 DIRECTOR OF RECREATION  
1 DIRECTOR OF SUPPORT SERVICES  
1 LABORER/CUSTODIAN  
1 PRODUCTION COORDINATOR  
1 RECREATION ACTIVITIES COORDINATOR I  
10 RECREATION CENTER DIRECTORS  
1 SECRETARY RECREATION  
2 SENIOR SECRETARY  
1 SPECIAL EVENTS COORDINATOR  
27

## SECTION 37 RECREATION SEASONAL

12 ASSIST RECREATION CENTER DIREC  
1 BUS DRIVER - REC SEASONAL  
4 CUSTODIANS - SEASONAL  
24 LIFE GUARD  
36 POOL ATTENDANTS  
26 RECREATION AIDES  
2 RECREATION CTR MANAGER  
22 RECREATIONAL LEADER SEASONAL  
25 RECREATION RANGER  
30 REFEREE  
29 SUPERVISOR  
36 WATCHMAN - SEASONAL  
247

## SECTION 38 PARKS - NEIGHBORHOOD SERVICES

1 ADMIN. ASSISTANT - PARKS  
1 ASSIST. SHOP SUPERVISOR  
1 CLERK III  
1 DEPUTY DIRECTOR OF NEIGHBORHOOD SERVICES (NORTH)  
1 DEPUTY DIRECTOR OF NEIGHBORHOOD SERVICES (SOUTH)  
1 DIRECTOR OF NEIGHBORHOOD PARKS SERVICES  
20 EQUIPMENT OPERATOR  
5 FOREMAN  
2 HEAVY EQUIPMENT OPERATOR  
1 INVENTORY CONTROL SUPERV  
5 LABORER  
2 LIGHT EQUIPMENT OPERATOR  
2 MAINT MAN III  
7 MAINT MAN IV  
0 MECHANIC  
1 PARKS ELECTRICIAN  
2 SENIOR MECHANIC  
1 SHOP SUPERV-MECHANIC  
1 SUPERVISOR GEN. MAINT.  
1 SUPERVISOR GROUNDS MAINT  
56

1 COORDINATOR OF FORESTRY OPERATIONS  
2 EQUIPMENT OPERATOR  
1 FORESTRY CLERK  
1 GENERAL FOREMAN  
1 HEAVY EQUIP OPERATOR  
1 LABORER  
1 TREE INSPECTOR  
1 TREE RESOURCE MANAGER  
9 TREE TRIMMERS  
18

## SECTION 40     PARKS - ZOOLOGICAL AND SECURITY SERVICES

1 ASSOCIATE VETERINARIAN TECHNICIAN  
5 LEAD ZOOKEEPER  
1 VETERINARY TECHNICIAN  
1 ZOO REGISTRAR  
23 ZOOKEEPER  
31

## SECTION 41     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 42     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

SECTION 42    PARKS – ROGER WILLIAMS PARK SERVICES

Page 14

- 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

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SECTION 43    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 FISCAL ADVISOR PARKS
- 1 PAYROLL PERSONNEL ASSIST
- 1 SECRETARY TO SUPERINTENDENT
- 1 SPECIAL PROGRAM MANAGER
- 1 SUPERINTENDENT OF PARKS
- 1 SUPERINTENDENT OF ENGINEERING & PLANNING
- 1 SUPERVISOR OF SPECIFICATIONS

13

SECTION 44    PARKS - NORTH BURIAL GROUND

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

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SECTION 45    RECORDER OF DEEDS

- 3 LAND RECORDS CLERK I
- 1 RECORDER OF DEEDS
- 5 SENIOR LAND RECORDS CLERK

9

SECTION 46    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 47 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
- 8

## SECTION 48 BOARD OF LICENSES

- 1 CHAIRMAN AND SECRETARY B OF L
- 1 CHIEF CLERK – B OF L
- 4 COMMISSIONER B OF L
- 1 LICENSE ADMINISTRATOR
- 1 LICENSE ADMINISTRATOR (75-DAY RULE)
- 1 LICENSE BOARD CLERK
- 2 LICENSE INSPECTOR
- 2 SENIOR LICENSE BD CLERK
- 13

## SECTION 49 EMERGENCY MANAGEMENT/HOMELAND SECURITY

- 1 ADMINISTRATOR ASST. – EMERGENCY MANAGEMENT
- 1 DEPUTY DIRECTOR EMERGENCY MANAGEMENT
- 1 DIRECTOR OF EMERGENCY MANAGEMENT
- 1 HOMELAND SECURITY LIAISON
- 1 MIS DIRECTOR
- 5

## SECTION 50 PLANNING &amp; DEVELOPMENT

- 1 ADMIN. ASST. TO DIRECTOR
- 1 ADMINISTRATIVE ASSISTANT
- 1 ADMINISTRATIVE ASSISTANT - DPD
- 1 ASSISTANT DIRECTOR BUSINESS DEVELOPMENT
- 1 ASSISTANT DIRECTOR FISCAL OPERATIONS
- 1 ASSIST DIRECTOR PROJECT MANAGEMENT & CONSTRUCTION
- 1 ASSOCIATE DIRECTOR OF FISCAL OPERATIONS
- 1 BUSINESS SERVICES PROGRAM MANAGER
- 1 CLERK II
- 1 COMMERCIAL LENDING OFFICER
- 1 COMPLIANCE OFFICER
- 1 COMPLIANCE & MONITORING OFFICER
- 1 COMPLIANCE & MONIT OFF~FIRST SOURCE/BILINGUAL
- 1 DEPUTY DIRECTOR DEVELOPMENT (NEIGH RELATIONS)
- 1 DEPUTY DIRECTOR PLANNING & POLICY
- 1 DIRECTOR OF ADMINISTRATION
- 1 DIRECTOR OF COMPLIANCE & MONITORING ~ FIRST SOURCE
- 1 DIRECTOR OF COMMUNICATIONS (DPD)
- 1 DIRECTOR OF COMPREHENSIVE PLANNING

- 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
- 3 FISCAL OFFICER II
- 1 FISCAL OFFICER/PURCHASING AGENT
- 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 HOUSING DIVISION
- 1 PLANNER
- 1 PRESERVATION PLANNER
- 7 PRINCIPAL PLANNER
- 2 PRINCIPAL PLANNER - DEV. REVIEW
- 1 PROGRAM EVALUATION OFFICER
- 1 REAL ESTATE AIDE II
- 1 REHABILITATION PROGRAM MANAGER
- 1 RESIDENTIAL LENDING OFFICER (LOAN SPECIALIST)
- 1 SECRETARY DPD
- 1 SENIOR COMPLIANCE OFFICER
- 1 SENIOR COMPLIANCE OFFICER/1st SOURCE
- 1 SENIOR COMPLIANCE OFFICER & MONITORING
- 1 SENIOR LOAN ORIGINATION OFFICER
- 1 SENIOR REAL ESTATE OFFICER
- 1 SENIOR SUPERVISOR REHAB SERVICES
- 1 SPECIAL PROJECTS COORDINATOR
- 1 SWITCHBOARD OPERATOR
- 1 VERIFICATION SPECIALIST - PROPERTY MANAGEMENT
- 1 VERIFICATION SPECIALIST/SEC



- 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 MANAGER OF POLICY & RESEARCH
  - 1 LANNER
  - 1 PRESS SECRETARY
  - 1 RECEPTIONIST - CITY COUNCIL
  - 1 RESEARCH ANALYST
  - 1 RESEARCH ASSISTANT
  - 1 SECRETARY CITY COUNCIL
  - 1 SPECIAL ASST TO CITY COUNCIL/SPEC. PROJECTS
  - 1 SUPERVISOR CITY COUNCIL OFFICE
  - 1 TECHNOLOGY INFORMATION SPECIALIST
- 16

SECTION 52 OFFICE OF THE INTERNAL AUDITOR

- 1 AUDITOR-IN-CHARGE - SCHOOL DEPARTMENT
  - 2 ASSISTANT TO INTERNAL AUDITOR
  - 1 INTERNAL AUDITOR
  - 1 INTERNAL AUDITOR/ ANALYST
  - 2 SENIOR AUDITOR ANALYST
- 7

SECTION 53 ARCHIVES

- 1 ARCHIVAL ASSISTANT
  - 1 CITY ARCHIVIST
  - 1 CLERK II
  - 1 DEPUTY ARCHIVIST
- 4

SECTION 54 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
- 4

- 1 CLERK II
- 1 DIRECTOR OF SENIOR SERVICES
- 1 DRUG FREE COMMUNITIES COORDINATOR
- 1 ELDERLY AFFAIRS CLERK
- 1 PATHWAYS TO OPPORTUNITY COORDINATOR
- 1 PATHWAYS TO OPPORTUNITY DIRECTOR
- 1 PROGRAM DIRECTOR - SENIOR
- 1 PROJECT DIRECTOR - SUBSTANCE ABUSE
- 1 RISAPA COORDINATOR
- 1 RISAPA DIRECTOR
- 1 SPF SIG COORDINATOR
- 1 STATE INCENTIVE CLERK
- 1 SUPERVISOR - SENIOR SERVICES

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SECTION 56 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 PROJECT MANAGER
- 1 SPONSORSHIP & MARKETING COORDINATOR

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SECTION 57 P.E.R.A.

- 1 CONFIDENTIAL SECRETARY
- 1 EXECUTIVE DIRECTOR
- 2 INVESTIGATOR

4

SECTION 58 OFFICE OF PARKING ADMINISTRATION

- 1 PARKING ADMINISTRATOR

1

SECTION 59 PUBLIC PROPERTY

- 1 ADMIN ASSIST PUBLIC PROPERTY
- 1 ARCHIVAL CLERK/RECORDS MANAGEMENT
- 1 ASST. ELECTRICIAN
- 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  
 1 MAINT MAN III POOLS & REC  
 2 MAILROOM CLERK  
 1 MANAGEMENT OFFICER  
 1 PRINTER  
 1 STATIONARY EQUIPMENT OPERATOR  
 1 SUPERVISOR LABORER/CUSTODIAN  
33

## SECTION 60 PURCHASING

1 ASSOCIATE DIRECTOR PURCHASING  
 1 CLERK III  
 1 CLERK IV  
 4 PURCHASING AGENT II  
 1 PURCHASING AGENT III  
 0 PURCHASING AGENT IV  
 1 PURCHASING HELP DESK SUPPORT  
 0 SUPERVISOR/PURCHASING AGENT  
9

## 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.

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

This ordinance shall take effect upon passage.

In City Council  
SEP 18 2008  
Read and Passed the First Time  
And Referred to the Committee  
On Am. M. Steele  
Clerk

Buck

IN CITY  
COUNCIL

OCT 2 2008  
FINAL READING  
READ AND PASSED

R. D. Mancini  
PRESIDENT  
Am. M. Steele  
CLERK

APPROVED

MAYOR

10/8/08