AGENDA REPORT

TO: Sabrina B. Landreth
City Administrator

FROM: Ian Appleyard
Director, HRM

SUBJECT: Semi-Annual Staffing Report

DATE: April 22, 2019

City Administrator Approval		Date:	5/2//9

RECOMMENDATION

Staff Recommends That The City Council Receive The Semi-Annual Informational Report On City-Wide Staffing Through March 25, 2019.

EXECUTIVE SUMMARY

This informational report, formally known as the "vacancy report," provides an update on city-wide staffing as of March 25, 2019, and includes the status of vacancies, recruitment and the City of Oakland full-time workforce. The total budgeted full-time positions was 4,455.17 Full-Time Equivalent (FTE) with 645.66 FTE positions vacant, resulting in a 14.49% vacancy rate as of March 25, 2019. This report analyzes the status of each vacancy by department (**Attachment A**), the status of the 183.91 FTE positions that were added in FY 2018-19 (**Attachment B**), and the status of vacant positions in the Oakland Public Works Department and the Department of Transportation (**Attachment C**).

Human Resources Management (HRM) Department's recruitment priorities are set by the City Administrator, and, subsequently, in coordination with individual departments. In some instances, high priority recruitments do not correlate to high-volume recruitments and therefore, may not reduce the overall vacancy rate.

BACKGROUND / LEGISLATIVE HISTORY

The Human Resources Management Department (HRM) provides a semi-annual report to both the Finance and Management Committee and Public Works Committee. This report examines vacancy data, as provided by all City Departments, as of March 25, 2019. Additionally, this report analyzes several key organizational staffing elements, including unemployment rates, retention rates and employee tenure.

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ANALYSIS AND POLICY ALTERNATIVES

For the purposes of this report, vacancies are described as **non-encumbered** and **encumbered**. The former is available to be filled and not linked for any other purpose, such as overtime, temporary staffing, or acting assignments. The latter is tied to one of the aforementioned purposes or in some cases, a continuous recruitment is being conducted.

As of March 25, 2019 there were 645.66 FTE positions vacant citywide with 88.81 FTE encumbered as described above. Therefore, the citywide vacancy rate is 14.49 percent. If the encumbered vacancies were subtracted, there would be 556.85 vacancies, and the rate would be 12.50 percent. The November 2018 report had an all-vacancy rate of 16.69%. Therefore, in six months the overall vacancy rate was reduced 2.2 percent.

It is also important to account for the "budgeted vacancy factor," which is distinct from the "vacancy rate." The budgeted vacancy factor is a fixed budget ratio applied to the total personnel allocation for a given department and varies between zero (0) and six (6) percent.

Status of Vacancies – City Wide

A significant reason for the changes to the vacancy rate over time is the addition of new positions to the City's budget. Over the past two fiscal years, 316.91 FTE were added to the City budget. **Table 1** below shows all vacant positions (encumbered and non-encumbered), which results in the current 14.49% vacancy rate. Table 2 shows only non-encumbered positions, resulting in a 12.5% vacancy rate.

Table 1: Citywide Vacancy Summary			
Type	**All Positions**	**Vacant**	**% Vacant**
Total Sworn	1,435	61	4.25%
Total Miscellaneous	3,020.17	584.66	19.36%
Total	**4,455.17**	**645.66**	**14.49%**

Table 2: Citywide Vacancy Summary (Non-Encumbered)			
Type	**All Positions**	**Vacant**	**% Vacant**
Total Sworn	1,435	61	4.25%
Total Miscellaneous	3,020.17	495.85	16.42%
Total	**4,455.17**	**556.85**	**12.50%**

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Table 3 shows the historic vacancy rates, for both all vacancies (14.49%) and non-encumbered vacancies (12.5%) since May 2012.

Report Date	# of budgeted positions	# non-encumbered vacancies	Non-encumbered % Vacant	All Vacancies	All Vacancies % Vacant
5/14/19	4,455.17	556.85	12.50%	645.66	14.49%
11/13/18	4,447.67	522.25	11.74%	742.37	16.69%
4/24/18	4,282.97	419.50	9.79%	652.60	15.24%
11/14/17	4,279.22	406.70	9.50%	621.30	14.52%
10/24/16	4,186.84	377.07	9.00%	554.45	13.24%
10/5/15	4,151.78	432.72	10.42%	502.53	12.10%
9/22/14	3,937.26	341.01	8.66%	489.40	12.43%
5/20/13	3,813.39	295.88	7.75%	427.82	11.22%
5/14/12	3,796.53	259.88	6.88%	366.40	9.65%

Table 3: History Vacancy Rates

When Departments submit vacancy information, standard descriptors are available from which to choose. **Table 4** is a summary of vacancy status, sorted by most frequent (Recruitment Open) to least (Eligible List Available). As stated above, there are 88.81 FTE encumbered vacancies.

FTE	Vacancy Status
140.10	Requisition Pending Approval
105.50	Recruitment Open (application intake)
88.81	Encumbered (Interim, acting, provisional, underfill, part-time, linked to TCSE/ELDE)*
53.00	Dept Interview Process
42.47	Recruitment Plan in Progress
36.98	Inactive (vacant with no immediate plans to fill)
32.80	On Hold (Job spec revisions or FEHA** Hold)
31.00	Approved (pending HR assignment)
29.00	Job Offer Extended
27.00	HR Assessment & Scoring
16.00	Eligible List Referred to Dept
16.00	On Hold (by Dept)
13.00	Recruitment Closed (HRM/Dept screening apps)
8.00	Hire Authorization in Progress
6.00	Eligible List Available
645.66	TOTAL

Table 4: Summary of Vacancy Status

*Temporary Contract Service Worker/Exempt Limited Duration Employee
**Fair Employment and Housing Act

Status of Vacancies – Departments

Table 5 shows the total vacancy rate by department, sorted by high to low percentage. As noted above, some vacancies are encumbered and do not necessarily reflect accurate vacant rates within each department. As an example, 34 positions listed as vacant within the Fire Department are encumbered to use for minimum staffing overtime. Other positions are under continuous recruitment, meaning the department and HRM accept applications on an ongoing basis to fill vacant positions. Within the Police Department, 89 of the vacancies (39 Police Officer and 50 Police Officer Trainee position) are under continuous recruitment.

City of Oakland Departments	No. of Authorized positions (FTE)	No. of vacant positions (FTE)	Vacancy Rate
Violence Prevention	3.00	3.00	100.00%
Transportation	317.04	73.75	23.26%
Housing & Community Dev	68.50	15.50	22.63%
Police Commission/CPRA	14.00	3.00	21.43%
City Auditor	10.00	2.00	20.00%
Public Works	634.57	118.02	18.60%
Planning & Building	172.50	31.00	17.97%
Economic & Workforce Dev	51.20	9.00	17.58%
City Administrator	80.10	14.00	17.48%
Finance	160.00	27.00	16.88%
Library	274.62	44.88	16.34%
Mayor	13.00	2.00	15.38%
Human Resources	49.00	7.00	14.29%
Fire	612.10	83.20	13.59%
Information Technology	81.00	11.00	13.58%
Human Services	239.93	30.60	12.75%
Parks, Recreation & Youth Dev	227.69	26.71	11.73%
Police	1312.50	139.00	10.59%
City Clerk	17.50	1.00	5.71%
City Attorney	77.00	4.00	5.19%
City Council	30.92	0.00	0.00%
Public Ethics Commission	6.00	0.00	0.00%
Race & Equity	3.00	0.00	0.00%
Citywide Vacancy Rate	4,455.17	645.66	14.49%

Table 5 Rates by Department

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To understand how Oakland compares to regional jurisdictions, HRM surveyed nine agencies and received eight responses. The survey results, provided in **Table 6**, shows the average regional vacancy rate is 16.61 percent.

Table 6: Survey Agencies Vacancy Rates				
Comparator Agencies	**No. of Depts**	**No. of Budgeted positions**	**No. of vacant positions**	**Vacancy Rate**
City of Berkeley*	18	1496	234	15.64%
City of Concord	10	422	33	7.82%
Contra Costa County	23	10641	1946	18.29%
City of Fremont	14	937	94	10.03%
City of Hayward	13	933	115	12.33%
City of Richmond	24	753	71	9.43%
City & County of San Francisco**	49	37132	6500	17.51%
City of San Jose	23	6413	761	11.87%
Regional Vacancy Rate Average		**58727**	**9754**	**16.61%**
City of Oakland	**23**	**4455.17**	**645.66**	**14.49%**

*Vacancy data as of September 2018. Current data not available.
**Vacancy data reported on an annual basis; available July 2019.

The above jurisdictions were surveyed as to difficult to recruit classifications. They responded by identifying Police Officer, Police Communications Dispatcher, Information Technology, skilled trades and engineer positions. The City of Oakland has been successful in staffing Police Officers, Police Dispatchers and Information Technology positions. However, the City of Oakland has difficulty recruiting for skilled trades, heavy equipment mechanics and workers, and internal services (human resources and finance).

Recruitment Successes

In the past several months, HRM has focused on assisting departments hire for hard-to-recruit positions or positions with a high number of vacancies. Since November 2018, eight (8) Building Inspectors, 45 Police Officer Trainees (including 42 in the current class), six (6) Head Start or Early Head Start Instructors, and 21 Public Works Maintenance Workers have been hired. In addition, HRM and the Oakland Public Library set forth an aggressive recruitment plan after the passage of Measure D which has led to 108 positions being filled since November 2018. Significantly, the City of Oakland is fully staffed with Police Communication Dispatchers and Head Start Instructors.

The City remains focused on growing its own to fill full-time positions. During the first quarter of 2019, nearly 70% of the full-time positions filled were with current City of Oakland employees. This helps departments with minimizing training time and retaining talent. It also incentivizes staff to seek internal and external training and career development opportunities. It should be noted that while internal promotions are exceptionally beneficial for the health of our

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organization and workforce, they result in a net-zero gain from the vacancy perspective in that each promotion creates another vacancy elsewhere.

Recruitment Strategies

HRM works closely with the City Administrator's Office and department directors to develop short- and long-term strategies for filling vacancies, including enhancing cross-departmental communication, identifying recruitment priorities, better outreach and education, and collaborating on efficiencies. Below are recent strategies that have short- and long-term positive impacts to the recruitment process.

1. Recruitment and Retention Committee: To better understand and address recruitment and retention issues facing the city, HRM has convened a Recruitment & Retention Committee consisting of directors from six of the largest departments. The goal of the committee is to strategically address the city's staffing needs in general, and departmental needs specifically. Committee's goals include:

    - Create a shared understanding of all aspects of the recruitment and retention issue.
    - Increase awareness and understanding of efficiencies that are currently available.
    - Identify resources and changes to improving employee retention.
    - Improve the candidate and new employee experience.
    - Explore and develop city branding.

2. New Process Efficiencies: After a thorough review of the hiring process, HRM, in conjunction with the departments, reduced the process from 53 to 32 steps. One significant obstacle was the time between a department's requisition approval and the opening of the job announcement. To reduce this time, HRM is conducting pre-recruitment checklists, which allow administrative and approval processes to run concurrently as opposed to sequentially. This completes the recruitment planning process prior to an HR Analyst being assigned and results in a more efficient posting of the job announcement. Feedback from departments has been overwhelmingly positive and has reduced the time to open a recruitment by 30-45% on average.

3. HR Staffing Update: HRM has been recruiting to fill its own vacant positions during the past six months to increase recruitment capacity. A supervisory analyst position and a part-time annuitant have been hired since the last report. Currently, HRM is holding interviews to fill four vacant analyst positions; two Senior HR Analysts and two HR Analysts. One HR Analyst resigned to join a neighboring entity during this same time.

4. Recruitment Consultant: With Council's approval, a three-year contract was executed last year with Cooperative Personnel Service (CPS) to provide on-call recruitment services for departments. To date, CPS has assisted with 11 recruitments, primarily within the Public Works and Transportation Departments. As the consulting team familiarizes itself with the Oakland recruitment process, the number of recruitments the

team is handling is expected to increase. CPS services have increase HRM's recruitment capacity by approximately 10 percent.

5. Continuous recruitments: For some difficult to fill positions, or positions with ongoing vacancies, HRM has opened continuous recruitments on the online application platform. This effort is increasing the supply of applicants for testing and potential appointment. Examples of classifications opened continuously include Head Start Instructor, Police Officer Trainee, Specialty Combination (Building) Inspectors, and various positions in the City Attorney's Office. Recently, the Policy Academy enlisted 42 trainees.

6. Union Partnership: Working with union leadership continues to be imperative in assisting with efficiently filling vacant positions and maintaining up-to-date classifications. An agreement between the City and SEIU, Local 1021 allowed the Public Works and Transportation Departments to hire up to twenty-five Provisional Public Works Maintenance Workers while HRM conducts the recruitment and testing to fill these positions permanently. The agreement allowed the provisional employees to be in-place for approximately 180-days instead of the 120-days usually permitted.

7. Improved Marketing: HRM continues to use various platforms to market jobs to potential candidates. As part of the Recruitment & Retention Committee, Department Directors and Managers are improving their social media presence to better market Oakland as an employer of choice. HRM has contracted with LinkedIn to provide a better "Life" section on the City's LinkedIn page and to use advanced data analytics to identify and contact potential applicants for hard to fill positions. We are also reaching out to KTOP to explore better marketing videos and campaigns highlighting job openings and the benefits of working for Oakland.

8. Other Efforts: HRM continues its partnership with the City Administrator's Office to identify potential efficiencies in the overall hiring process and to determine recruiting priorities based on the goals of the Mayor, Council, and City Administrator's Office.

Recruitment Challenges

There remain challenges that will continue to inhibit the progress the City of Oakland makes on increasing staffing levels.

1. National and Regional Market Conditions: According to the latest Bureau of Labor Statistics, the nation's unemployment rate is 3.8%. The California unemployment rate is 4.2% according to the California Employment Development Department. For the San Francisco, Oakland and Richmond region, the unemployment rate is 2.8%. These conditions are a significant issue when recruiting for qualified and diverse candidates in the public sector and has an impact on the number of applications HRM is receiving for vacancies. Several recruitments have extended the deadline to apply due to a low number of qualified applicants.

2. Balancing Compliance and Efficiencies: The Charter, Civil Service Rules and Labor Agreements are the pillars of the competitive civil service. HRM will continue to comply

with governing laws, rules and agreements. Where there is an opportunity to reform and agree, HRM will continually seek efficiencies in a transparent manner.

Workforce Analysis

In addition to reducing employee vacancies through effective and efficient hiring practices, it is imperative to focus on retaining and developing our existing workforce. To further understand retention, included below are separation, resignation and tenure data. The results suggest that Oakland does very well in retaining employees. The projected FY18-19 resignation rate for non-sworn employees is 4.02% (91 total) with an average tenure of 6.2 years.

1. <u>Separations and Hires</u>: To reduce the overall vacancy rate, City hiring needs to outpace separations. As demonstrated in **Figure A**, over the last five years, the number of hires tracks closely to the number of separations, which includes retirements, resignations, terminations and other reasons. However, for FY18-19, the number of all separations is projected to significantly decrease, from 290 to 199, (31% decrease).

Figure A: Separations and Hires by Fiscal Year
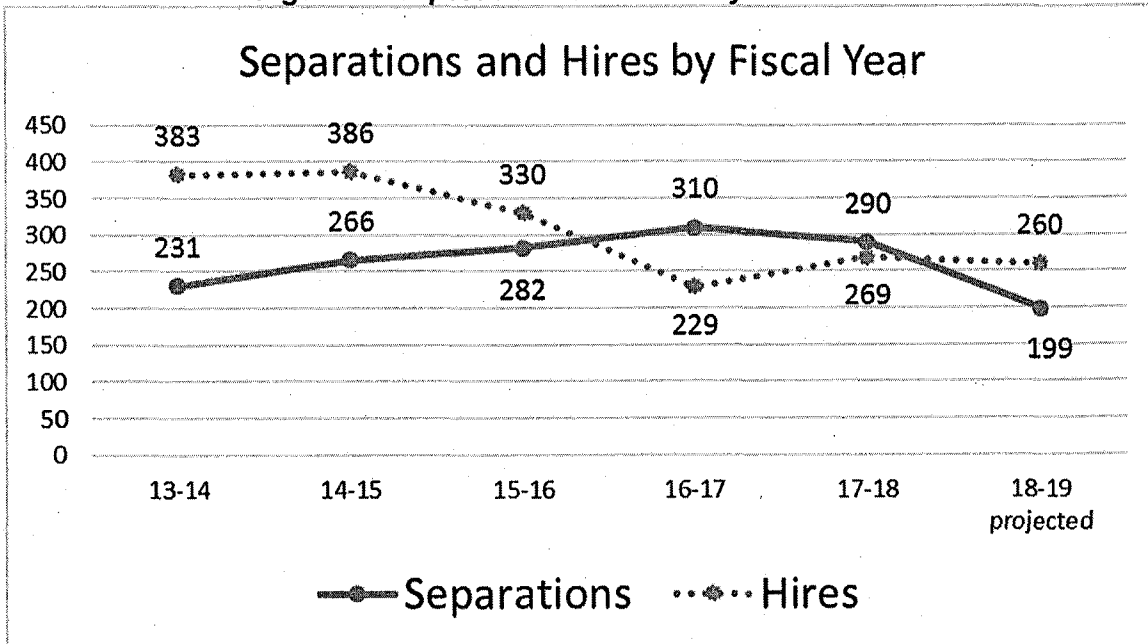
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2. Tenure of Separations: According to the Bureau of Labor statistics, the national rate of tenure with a public-sector employer is 6.8 years (private sector is 4.2 years), which includes all separations. Over the last five years, all separated full-time City of Oakland employees average 12.7 years of service with the current fiscal year increasing to 14.25 years, far surpassing the national average. See **Figure B** below:

Figure B: All Separations Years of Service
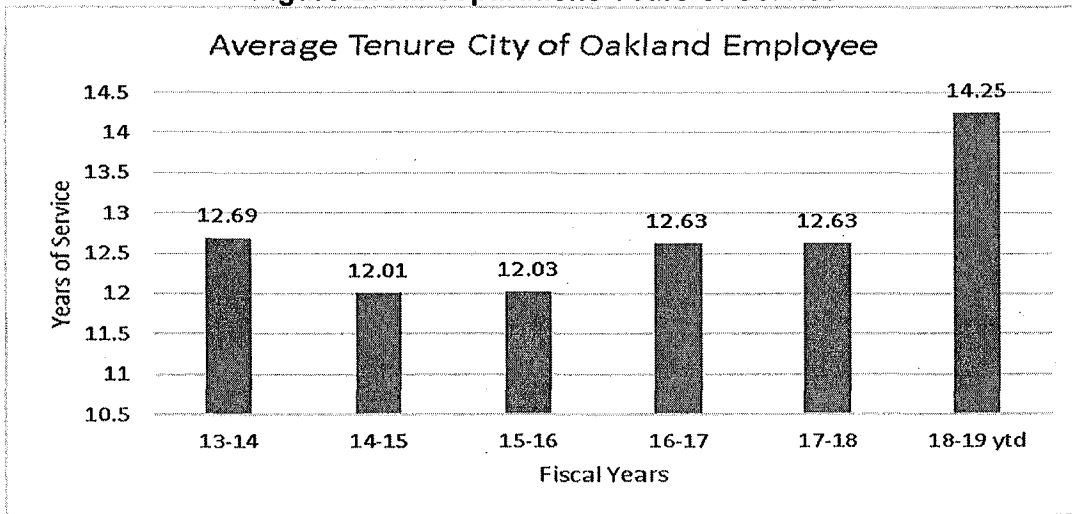
3. Voluntary Resignation Rates: The resignation rate is calculated by dividing the number of voluntary resignations by the total number of employees. For the purposes of this analysis, only non-sworn full-time employees were considered. A typical resignation rate for local government during normal economic times ranges between 4.5% to 5.5%. Given the historically low unemployment, it would be anticipated that the rate would be significantly higher, perhaps 6-8 percent. **Figure C** shows the rate for non-sworn full-time City of Oakland employees is projected to be four percent (4%) this fiscal year.

Figure B: Historic Resignation Rates for non-sworn employees
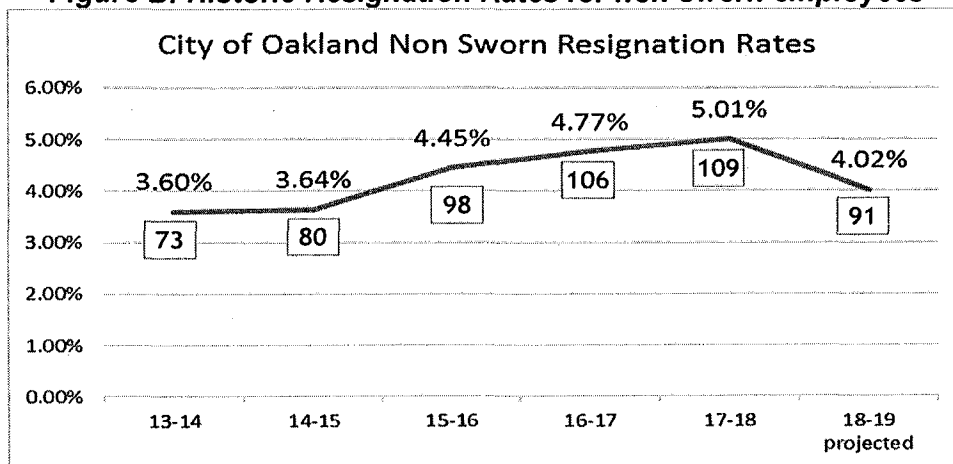
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4. Voluntary Resignation Tenure: Over the last five years, the average tenure of a non-sworn City of Oakland employee who voluntarily resigns is 6.1 years **Figure D** shows the number of years of service has steadily increased over the last three years, confirming that Oakland does well in terms of workforce retention.

Figure D: Tenure of resigned non-sworn employees

City of Oakland Non Sworn Resignation Average Years

Year	Average Years
13-14	6.1
14-15	6.9
15-16	5.42
16-17	5.88
17-18	6.08
18-19 ytd	6.2
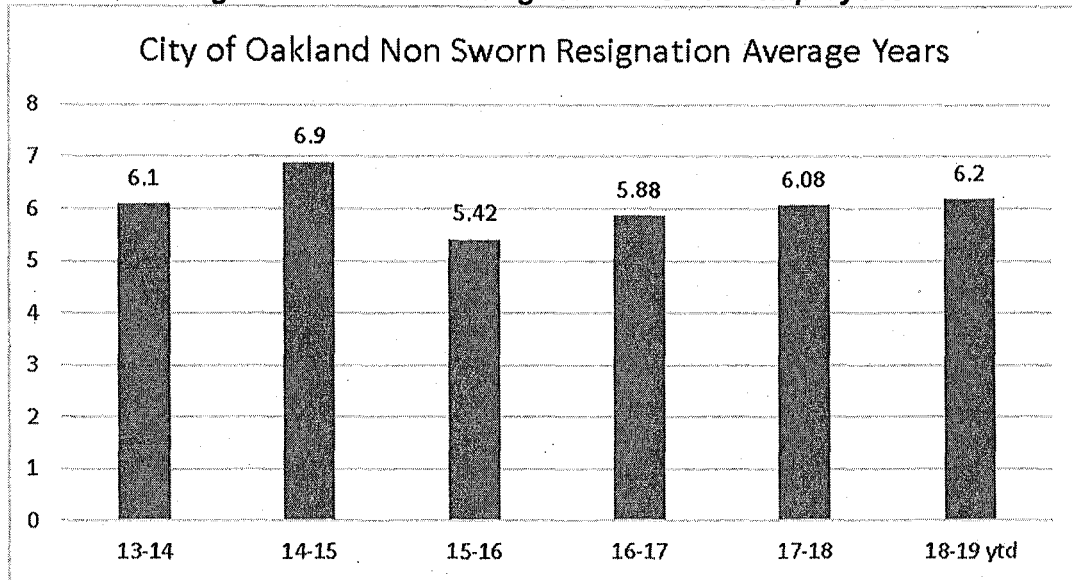
5. Succession Planning: **Figure C** shows the breakdown of the 118 full-time employees that have at least 30-years of service and are age 50 or older. The departments of Public Works and Transportation have the highest number. It is important that the City plan appropriately to retain institutional knowledge.

Oakland Workforce Age 50 with 30 Years of Service

- Planning and Building, 6
- Library, 8
- OPRYD, 5
- DOT, 21
- Public Works, 26
- Fire, 9 (2 sworn)
- Police, 22 (6 sworn)
- Finance, 8
- Other, 13
- N = 118
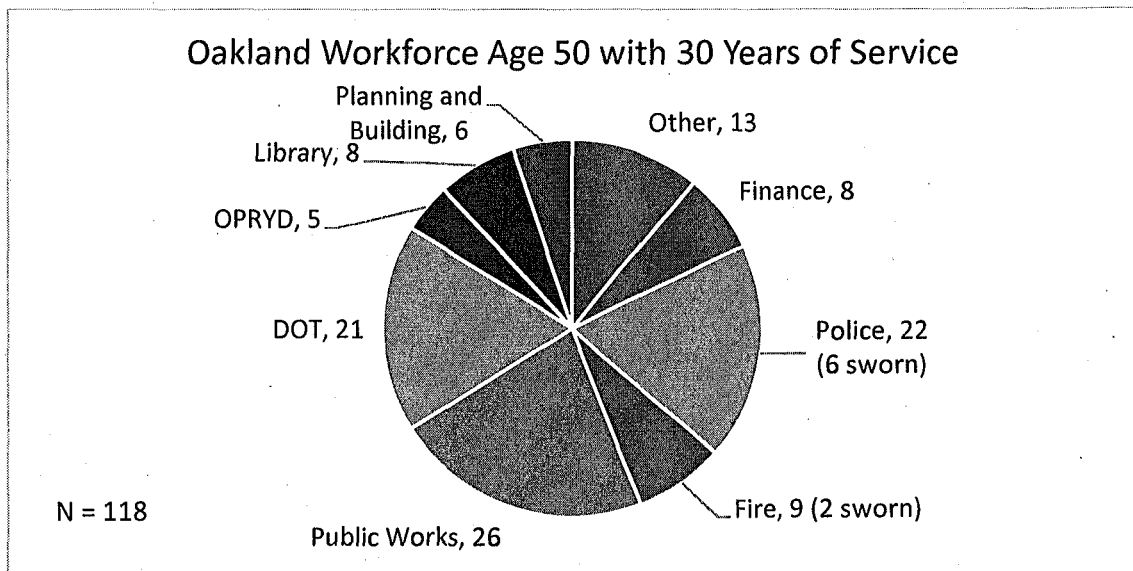
FISCAL IMPACT

This item is for informational purposes only and does not have a direct fiscal impact or cost. All positions reflected in this report are budgeted positions.

PUBLIC OUTREACH / INTEREST

No outreach was necessary for this report beyond the standard City Council agenda noticing procedures.

COORDINATION

Human Resources Management Department staff coordinated the collection and verification of data provided in this report with staff in each of the City's departments and the Finance Department.

PUBLIC OUTREACH / INTEREST

No outreach was necessary for this report beyond the standard City Council agenda noticing procedures.

COORDINATION

Human Resources Management Department staff coordinated the collection and verification of data provided in this report with staff in each of the City's departments, the Finance Department's Budget Bureau, and the Office of the City Attorney.

SUSTAINABLE OPPORTUNITIES

Economic: There are no economic impacts associated with this informational report.

Environmental: There are no environmental impacts associated with this informational report.
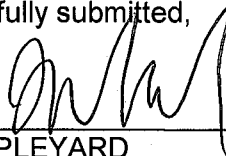
Social Equity: There are no social equity impacts associated with this informational report.

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends acceptance of this semi-annual informational report on budgeted vacant positions through March 25, 2019.

For questions regarding this report, please contact Greg Preece, Human Resource Manager, at (510) 238-3112.

Respectfully submitted,

IAN APPLEYARD
Director, Human Resources Management

Reviewed by:
Greg Preece, Human Resources Manager

Attachments and Data Prepared by:
Lisa Wright, HR Operations Supervisor

Attachment:

A – Citywide Vacancies by Department
B – New Vacancies Created in Midcycle Adopted Policy Budget FY 2018-19
C – Vacancies in Oakland Public Works and the Department of Transportation

DEPT	JOB CLASSIFICATION TITLE	FTE	STATUS OF VACANCY/REQ
MAYOR	Special Assistant to the Mayor II	1.00	Recruitment Open (application intake)
MAYOR	Special Assistant to the Mayor III	1.00	Recruitment Plan in Progress
MAYOR Total		**2.00**	
CAO	Admin Asst to City Administrator	1.00	Encumbered
CAO	Animal Care Attendant	1.00	On Hold (by Dept)
CAO	Animal Control Officer	3.00	Job Offer Extended
CAO	Animal Control Supervisor	1.00	Dept Interview Process
CAO	Assistant City Administrator	1.00	Recruitment Closed (screening apps)
CAO	City Administrator Analyst	2.00	Dept Interview Process
CAO	Contract Compliance Office Asst	1.00	On Hold (by Dept)
CAO	Public Information Officer II	1.00	Encumbered
CAO	Veterinary Technician	2.00	Encumbered
CAO	Volunteer Program Specialist II	1.00	Requisition Pending Approval
CAO Total		**14.00**	
CITY CLERK	Management Assistant	1.00	On Hold (by Dept)
CITY CLERK Total		**1.00**	
OCA	Deputy City Attorney II	1.00	Recruitment Open (application intake)
OCA	Deputy City Attorney IV	2.00	Recruitment Open (application intake)
OCA	Neighborhood Law Corps Attorney	1.00	Recruitment Open (application intake)
OCA Total		**4.00**	
HRM	Administrative Assistant II (CONF)	1.00	Encumbered
HRM	Human Resource Analyst (CONF)	1.00	Recruitment Plan in Progress
HRM	Human Resource Analyst, Assistant	1.00	Inactive (no immediate plans to fill)
HRM	Human Resource Analyst, Senior	3.00	Dept Interview Process
HRM	Human Resource Technician	1.00	Encumbered
HRM Total		**7.00**	
AUDITOR	City Auditor, Assistant	1.00	Encumbered
AUDITOR	Performance Audit Manager	1.00	Recruitment Closed (screening apps)
AUDITOR Total		**2.00**	
FINANCE	Account Clerk II	1.00	Approved (pending HR assignment)
FINANCE	Account Clerk III	1.00	Dept Interview Process
FINANCE	Accountant II	1.00	Requisition Pending Approval
FINANCE	Accounting Supervisor	2.00	Recruitment Plan in Progress
FINANCE	Budget & Management Analyst	1.00	Hire Authorization in Progress
FINANCE	Business Analyst I	1.00	Requisition Pending Approval
FINANCE	Business Analyst II	1.00	Dept Interview Process
FINANCE	Cashier	5.00	Requisition Pending Approval
FINANCE	Financial Analyst	1.00	Requisition Pending Approval
FINANCE	Financial Analyst, Principal	1.00	Requisition Pending Approval
FINANCE	Human Res Operations Tech, Senior	2.00	Recruitment Open (application intake)
FINANCE	Parking Meter Collector	1.00	Inactive (no immediate plans to fill)
FINANCE	Program Analyst II	1.00	Requisition Pending Approval
FINANCE	Public Service Rep, Sr	1.00	Recruitment Closed (screening apps)
FINANCE	Public Service Representative	3.00	Recruitment Closed (screening apps)
FINANCE	Revenue & Tax Admin, Asst	1.00	Inactive (no immediate plans to fill)
FINANCE	Revenue Assistant	1.00	Dept Interview Process
FINANCE	Tax Auditor II	1.00	Approved (pending HR assignment)
FINANCE	Tax Enforcement Officer II	1.00	Approved (pending HR assignment)
FINANCE Total		**27.00**	
POLICE	Account Clerk II	1.00	Dept Interview Process
POLICE	Accountant II	1.00	Recruitment Plan in Progress
POLICE	Chief of Police, Assistant	1.00	Encumbered
POLICE	Crime Analyst	2.00	On Hold (by Dept)
POLICE	Criminalist I	1.00	Inactive (no immediate plans to fill)
POLICE	Criminalist II	4.00	Approved (pending HR assignment)
POLICE	Crossing Guard, PPT	1.00	Inactive (no immediate plans to fill)

DEPT	JOB CLASSIFICATION TITLE	FTE	STATUS OF VACANCY/REQ
POLICE	Deputy Chief of Police (PERS)	1.00	Encumbered
POLICE	Intake Technician	1.00	On Hold (by Dept)
POLICE	Latent Print Examiner II	1.00	Approved (pending HR assignment)
POLICE	Management Assistant	4.00	On Hold (by Dept)
POLICE	Neighborhood Services Coordinator	1.00	On Hold (Job spec revisions or FEHA)
POLICE	Office Assistant I	1.00	On Hold (Job spec revisions or FEHA)
POLICE	Police Communications Operator	8.00	Inactive (no immediate plans to fill)
POLICE	Police Evidence Technician	2.00	Requisition Pending Approval
POLICE	Police Officer (PERS)	14.00	Recruitment Open (application intake)
POLICE	Police Officer Trainee	50.00	Recruitment Open (application intake)
POLICE	Police Performance Auditor	1.00	Requisition Pending Approval
POLICE	Police Personnel Oper Specialist	2.00	Dept Interview Process
POLICE	Police Pgrm & Perf Audit Sup	1.00	Recruitment Open (application intake)
POLICE	Police Property Specialist	1.00	Job Offer Extended
POLICE	Police Records Specialist	11.00	Dept Interview Process
POLICE	Police Services Technician II	11.00	Eligible List Referred to Dept
POLICE	Program Analyst III	1.00	Inactive (no immediate plans to fill)
POLICE	Project Manager II	1.00	Recruitment Open (application intake)
POLICE	Project Manager III	1.00	Inactive (no immediate plans to fill)
POLICE	Sergeant of Police (PERS)	13.00	Requisition Pending Approval
POLICE	Technical Communications Specialist	1.00	Inactive (no immediate plans to fill)
POLICE	Volunteer Program Specialist II	1.00	Inactive (no immediate plans to fill)
POLICE Total		**139.00**	
FIRE	Battalion Chief	1.00	Encumbered
FIRE	Captain of Fire Department	12.00	Encumbered
FIRE	Emer Serv Manager, Assistant	1.00	Eligible List Referred to Dept
FIRE	Emergency Medical Srvcs Instructor, PT	1.00	Inactive (no immediate plans to fill)
FIRE	Emergency Planning Coordinator	1.00	Approved (pending HR assignment)
FIRE	Emergency Planning Coordinator, Sr	2.00	Approved (pending HR assignment)
FIRE	Engineer of Fire Department	12.00	HR Assessment & Scoring
FIRE	Fire Communications Dispatcher	1.00	Approved (pending HR assignment)
FIRE	Fire Communications Supervisor	1.00	Recruitment Open (application intake)
FIRE	Fire Equipment Technician	1.00	Encumbered
FIRE	Fire Fighter	10.00	Job Offer Extended
FIRE	Fire Fighter	12.00	Encumbered
FIRE	Fire Fighter Paramedic	10.00	Job Offer Extended
FIRE	Fire Investigator	1.00	Eligible List Referred to Dept
FIRE	Fire Marshall	1.00	Hire Authorization in Progress
FIRE	Fire Marshall, Assistant	1.00	Encumbered
FIRE	Fire Protection Engineer	1.00	Recruitment Open (application intake)
FIRE	Fire Suppression District Inspector	2.00	Dept Interview Process
FIRE	Fireboat Attendant, PT	0.20	On Hold (by Dept)
FIRE	Lieutenant of Fire Department	9.00	Encumbered
FIRE	Manager, Agency Administrative	1.00	Eligible List Referred to Dept
FIRE	Temp Contract Svcs Employee, PT	1.00	Inactive (no immediate plans to fill)
FIRE	Vegetation Management Supervisor	1.00	On Hold (Job spec revisions or FEHA)
FIRE Total		**83.20**	
OPW	Account Clerk II	1.00	Dept Interview Process
OPW	Accountant I	1.00	Encumbered
OPW	Accountant III	2.00	Encumbered
OPW	Administrative Analyst II	1.00	Encumbered
OPW	Administrative Assistant I	1.00	Hire Authorization in Progress
OPW	Administrative Assistant II	1.00	Inactive (no immediate plans to fill)
OPW	Administrative Services Manager II	2.00	Hire Authorization in Progress
OPW	Auto Equipment Mechanic	2.00	Encumbered
OPW	Capital Improvement Project Coor	3.00	Requisition Pending Approval

DEPT	JOB CLASSIFICATION TITLE	FTE	STATUS OF VACANCY/REQ
OPW	Carpenter	1.00	Requisition Pending Approval
OPW	Construction & Maintenance Mechanic	3.00	Requisition Pending Approval
OPW	Construction Inspector (Field)	3.00	HR Assessment & Scoring
OPW	Construction Inspector Sup (Field)	1.00	Dept Interview Process
OPW	Construction Inspector, Sr (Field)	1.00	HR Assessment & Scoring
OPW	Custodial Services Supervisor I	1.00	Dept Interview Process
OPW	Custodian	8.00	Requisition Pending Approval
OPW	Custodian, PPT	1.00	Requisition Pending Approval
OPW	Electrical Engineer II	1.00	Requisition Pending Approval
OPW	Electrical Painter	3.00	Requisition Pending Approval
OPW	Engineer, Assistant II (Office)	3.00	Requisition Pending Approval
OPW	Engineer, Civil (Field)	1.00	Requisition Pending Approval
OPW	Engineer, Civil (Office)	2.00	Requisition Pending Approval
OPW	Engineering Intern, PT	1.00	Requisition Pending Approval
OPW	Environment Enforcement Officer	1.00	Requisition Pending Approval
OPW	Environmental Program Specialist	1.00	Requisition Pending Approval
OPW	Equipment Services Superintendent	1.00	Requisition Pending Approval
OPW	Exec Asst to the Director	1.00	Requisition Pending Approval
OPW	Facilities Complex Mgr, Asst	1.00	Requisition Pending Approval
OPW	Fleet Specialist	1.00	Encumbered
OPW	Gardener Crew Leader	1.00	Requisition Pending Approval
OPW	Gardener II	2.00	Requisition Pending Approval
OPW	Heavy Equipment Mechanic	4.00	Requisition Pending Approval
OPW	Heavy Equipment Operator	2.00	Requisition Pending Approval
OPW	Heavy Equipment Service Worker	2.00	Requisition Pending Approval
OPW	Heavy Equipment Supervisor	1.00	Encumbered
OPW	Maintenance Mechanic	4.00	Requisition Pending Approval
OPW	Management Assistant	1.00	Encumbered
OPW	Management Intern, PT	1.00	Requisition Pending Approval
OPW	Manager, Capital Improvement Pgrm	1.00	Requisition Pending Approval
OPW	Manager, Environmental Services	1.00	Recruitment Open (application intake)
OPW	Office Assistant II	1.00	Encumbered
OPW	Painter	3.00	Requisition Pending Approval
OPW	Park Attendant, PPT	1.00	Requisition Pending Approval
OPW	Park Attendant, PT	4.02	Requisition Pending Approval
OPW	Park Equipment Operator	2.00	Approved (pending HR assignment)
OPW	Park Supervisor I	1.00	Approved (pending HR assignment)
OPW	Pool Technician, PPT	1.00	Requisition Pending Approval
OPW	Program Analyst II	3.00	Encumbered
OPW	Program Analyst III	1.00	Encumbered
OPW	Project Manager	1.00	Requisition Pending Approval
OPW	Project Manager II	1.00	Approved (pending HR assignment)
OPW	Public Service Representative	1.00	Recruitment Closed (screening apps)
OPW	Public Works Maintenance Worker	5.00	Recruitment Open (application intake)
OPW	Public Works Supervisor I	5.00	Requisition Pending Approval
OPW	Recycling Specialist	1.00	Requisition Pending Approval
OPW	Sewer Maintenance Leader	2.00	Requisition Pending Approval
OPW	Sewer Maintenance Worker	4.00	Eligible List Referred to Dept
OPW	Stationary Engineer	2.00	Requisition Pending Approval
OPW	Street Maintenance Leader	2.00	Dept Interview Process
OPW	Street Sweeper Operator	2.00	Requisition Pending Approval
OPW	Student Trainee, PT	1.00	Requisition Pending Approval
OPW	Tree Trimmer	4.00	Requisition Pending Approval
OPW Total		**118.02**	
DOT	Accountant I	1.00	On Hold (Job spec revisions or FEHA)
DOT	Arboricultural Inspector	1.00	Requisition Pending Approval

DEPT	JOB CLASSIFICATION TITLE	FTE	STATUS OF VACANCY/REQ
DOT	Business Analyst II	1.00	Requisition Pending Approval
DOT	Chief of Party	1.00	On Hold (Job spec revisions or FEHA)
DOT	Construction Inspector (Field)	3.00	HR Assessment & Scoring
DOT	Drafting/Design Technician, Sr	1.00	Requisition Pending Approval
DOT	Electrical Const & Maint Planner	1.00	Encumbered
DOT	Electrical Engineer III	1.00	Approved (pending HR assignment)
DOT	Electrician	1.00	Requisition Pending Approval
DOT	Engineer, Assistant II (Office)	8.00	Approved (pending HR assignment)
DOT	Engineer, Civil (Office)	1.00	Requisition Pending Approval
DOT	Engineer, Transportation	5.00	On Hold (Job spec revisions or FEHA)
DOT	Engineer, Transportation Supv	1.00	Requisition Pending Approval
DOT	Engineering Intern, PT	2.00	Requisition Pending Approval
DOT	Engineering Technician II (Office)	1.00	Eligible List Referred to Dept
DOT	Heavy Equipment Operator	4.00	Recruitment Plan in Progress
DOT	Office Assistant II	1.00	Inactive (no immediate plans to fill)
DOT	Parking Control Technician, PPT	4.25	Requisition Pending Approval
DOT	Payroll Personnel Clerk III	1.00	Approved (pending HR assignment)
DOT	Program Analyst II	6.00	On Hold (by Dept)
DOT	Program Analyst III	3.00	On Hold (by Dept)
DOT	Public Service Representative	1.00	Recruitment Closed (screening apps)
DOT	Public Works Maintenance Worker	12.00	Recruitment Open (application intake)
DOT	Public Works Operations Manager	1.00	Encumbered
DOT	Public Works Supervisor I	3.00	HR Assessment & Scoring
DOT	Sign Maintenance Worker	2.00	Requisition Pending Approval
DOT	Spatial Database Analyst III	1.00	Requisition Pending Approval
DOT	Student Trainee, PT	1.50	Dept Interview Process
DOT	Surveying Technician, Sr (Field)	1.00	Requisition Pending Approval
DOT	Traffic Sign Maker	1.00	Recruitment Open (application intake)
DOT	Transportation Planner, Senior	2.00	HR Assessment & Scoring
DOT Total		**73.75**	
ITD	Administrative Analyst I	1.00	Dept Interview Process
ITD	Business Analyst III	1.00	Dept Interview Process
ITD	Business Analyst IV	1.00	Encumbered
ITD	Information Systems Spec I	1.00	Requisition Pending Approval
ITD	Information Systems Spec II	1.00	Eligible List Referred to Dept
ITD	Information Systems Spec III	1.00	HR Assessment & Scoring
ITD	Management Assistant	1.00	Encumbered
ITD	Project Manager II	1.00	Requisition Pending Approval
ITD	Project Manager III	1.00	Dept Interview Process
ITD	Reproduction Offset Operator	1.00	On Hold (by Dept)
ITD	Telephone Services Specialist	1.00	Approved (pending HR assignment)
ITD Total		**11.00**	
OPRYD	Facility Security Assistant	1.98	Hire Authorization in Progress
OPRYD	Facility Security Assistant, PPT	0.75	Recruitment Plan in Progress
OPRYD	Office Assistant II	1.00	Eligible List Available
OPRYD	Public Service Representative	1.00	Recruitment Closed (screening apps)
OPRYD	Recreation Center Director	2.00	Eligible List Available
OPRYD	Recreation General Supervisor	1.00	Approved (pending HR assignment)
OPRYD	Recreation Leader II, PPT	6.75	Recruitment Plan in Progress
OPRYD	Recreation Program Director	6.00	On Hold (Job spec revisions or FEHA)
OPRYD	Recreation Specialist I, PPT	0.48	Inactive (no immediate plans to fill)
OPRYD	Recreation Specialist II, PPT	2.00	Encumbered
OPRYD	Recreation Supervisor	3.00	Recruitment Plan in Progress
OPRYD	Van Driver, PPT	0.75	Recruitment Plan in Progress
OPRYD Total		**26.71**	

DEPT	JOB CLASSIFICATION TITLE	FTE	STATUS OF VACANCY/REQ
LIBRARY	Archivist	1.00	Requisition Pending Approval
LIBRARY	Curator AAMLO, Chief	1.00	Job Offer Extended
LIBRARY	Librarian I	11.00	Recruitment Plan in Progress
LIBRARY	Librarian I, PPT	3.04	Recruitment Plan in Progress
LIBRARY	Librarian I, PT	1.43	Recruitment Plan in Progress
LIBRARY	Librarian II	6.00	Recruitment Plan in Progress
LIBRARY	Librarian, Senior	1.00	Requisition Pending Approval
LIBRARY	Librarian, Senior, PPT	0.60	Requisition Pending Approval
LIBRARY	Librarian, Supervising	1.00	Inactive (no immediate plans to fill)
LIBRARY	Library Aide	1.00	Requisition Pending Approval
LIBRARY	Library Aide, PPT	3.80	Requisition Pending Approval
LIBRARY	Library Aide, PT	2.71	Encumbered
LIBRARY	Library Assistant	2.00	Requisition Pending Approval
LIBRARY	Library Assistant, Senior, PPT	1.20	Requisition Pending Approval
LIBRARY	Library Asst, PPT	3.60	Requisition Pending Approval
LIBRARY	Library Automation Supervisor	1.00	Encumbered
LIBRARY	Literacy Assistant	1.00	On Hold (by Dept)
LIBRARY	Literacy Assistant, PT	0.50	Encumbered
LIBRARY	Management Assistant	1.00	On Hold (by Dept)
LIBRARY	Project Manager	1.00	On Hold (by Dept)
LIBRARY Total		**44.88**	
POLICE COMM	Complaint Investigator II	2.00	Requisition Pending Approval
POLICE COMM	Complaint Investigator III	1.00	Encumbered
POLICE COMM Total		**3.00**	
VIOLENCE PA	Administrative Analyst II	1.00	On Hold (by Dept)
VIOLENCE PA	Chief of Violence Prevention	1.00	Recruitment Closed (screening apps)
VIOLENCE PA	Deputy Dir, Public Ethics Comm	1.00	On Hold (by Dept)
VIOLENCE PA Total		**3.00**	
HSD	Accountant II	1.00	On Hold (Job spec revisions or FEHA)
HSD	Accountant III	1.00	HR Assessment & Scoring
HSD	Administrative Assistant I	1.00	Dept Interview Process
HSD	Administrative Assistant II	1.00	Hire Authorization in Progress
HSD	Assistant to the Director	1.00	Dept Interview Process
HSD	Case Manager II	4.00	On Hold (Job spec revisions or FEHA)
HSD	Exec Asst to the Director	1.00	Requisition Pending Approval
HSD	Food Program Coordinator, PPT	0.50	Dept Interview Process
HSD	Food Service Worker	1.00	Job Offer Extended
HSD	Head Start Instructor	1.00	Dept Interview Process
HSD	Headstart Program Coordinator	1.00	Requisition Pending Approval
HSD	Health & Human Svcs Prgm Planner	1.00	Requisition Pending Approval
HSD	Manager, Human Services	1.00	Encumbered
HSD	Office Assistant I, PPT	0.60	Encumbered
HSD	Program Analyst I	3.00	Dept Interview Process
HSD	Program Analyst II	1.00	Recruitment Open (application intake)
HSD	Recreation Attendant I, PT	10.50	Recruitment Open (application intake)
HSD Total		**30.60**	
PBD	Account Clerk II	1.00	Dept Interview Process
PBD	Administrative Services Manager I	1.00	Encumbered
PBD	Assist Director, Pub Works	1.00	Requisition Pending Approval
PBD	Deputy Director/Building Official	1.00	Dept Interview Process
PBD	Engineer, Assistant II (Office)	1.00	Requisition Pending Approval
PBD	Exec Asst to the Director	1.00	Recruitment Open (application intake)
PBD	Management Assistant	1.00	Dept Interview Process
PBD	Office Assistant II	2.00	Approved (pending HR assignment)

DEPT	JOB CLASSIFICATION TITLE	FTE	STATUS OF VACANCY/REQ
PBD	Permit Technician I	2.00	Dept Interview Process
PBD	Permit Technician II	2.00	Approved (pending HR assignment)
PBD	Planner II	1.00	Dept Interview Process
PBD	Planner III	2.00	Dept Interview Process
PBD	Planner III, Historic Preservation	1.00	Recruitment Plan in Progress
PBD	Planner V	2.00	Requisition Pending Approval
PBD	Planning Investigator	1.00	Recruitment Plan in Progress
PBD	Process Coordinator II	1.00	Dept Interview Process
PBD	Process Coordinator III	1.00	Dept Interview Process
PBD	Program Analyst III	1.00	Approved (pending HR assignment)
PBD	Project Manager II	1.00	On Hold (by Dept)
PBD	Public Service Representative	3.00	Recruitment Closed (screening apps)
PBD	Specialty Combination Insp, Senior	1.00	Requisition Pending Approval
PBD	Specialty Combination Inspector	3.00	Dept Interview Process
PBD Total		**31.00**	
EWD	Account Clerk III	1.00	Eligible List Referred to Dept
EWD	Accountant II	1.00	Recruitment Plan in Progress
EWD	Graphic Design Specialist	1.00	On Hold (by Dept)
EWD	Real Estate Agent	1.00	Dept Interview Process
EWD	Real Estate Services Manager	1.00	Recruitment Plan in Progress
EWD	Student Trainee, PT	1.00	On Hold (by Dept)
EWD	Urban Economic Analyst II	1.00	Requisition Pending Approval
EWD	Urban Economic Coordinator	2.00	On Hold (by Dept)
EWD Total		**9.00**	
HCD	Accountant I	1.00	Inactive (no immediate plans to fill)
HCD	Business Analyst III	1.00	Dept Interview Process
HCD	Community Dev Prgm Coordinator	1.00	Recruitment Plan in Progress
HCD	Development/Redevelopment Pgrm MGR	1.00	Encumbered
HCD	Hearing Officer	2.00	Inactive (no immediate plans to fill)
HCD	Home Management Specialist II	1.00	Inactive (no immediate plans to fill)
HCD	Housing Development Coord I	1.00	Encumbered
HCD	Loan Servicing Administrator	1.00	Approved (pending HR assignment)
HCD	Mortgage Advisor	1.00	Inactive (no immediate plans to fill)
HCD	Office Assistant II	1.00	Encumbered
HCD	Program Analyst I	2.00	Job Offer Extended
HCD	Program Analyst III	2.00	Encumbered
HCD	Student Trainee, PT	0.50	Inactive (no immediate plans to fill)
HCD Total		**15.50**	

Grand Total   **645.66**

DEPT	JOB CLASSIFICATION TITLE	FTE	PPC#	STATUS OF VACANCY/REQ
CAO	Animal Care Attendant	1.00	41467	Filled
CAO	Public Service Representative	1.00	41466	Filled
CAO	Receptionist, PPT	0.60	41465	Filled
CAO Total		**2.60**		
OCA	Deputy City Attorney II	1.00	41468	Recruitment Open (application intake)
OCA Total		**1.00**		
HRM	Administrative Assistant II (CONF)	1.00	41469	Encumbered (temp agency)
HRM	Human Resource Analyst, Principal	1.00	41332	Filled
HRM	Human Resource Analyst, Senior	1.00	41333	Depart Interview Process
HRM	Human Resource Analyst, Senior	1.00	41334	Depart Interview Process
HRM Total		**4.00**		
FINANCE	Account Clerk II	1.00	41471	Approved (pending HR assignment)
FINANCE	Account Clerk II	1.00	41472	Approved (pending HR assignment)
FINANCE	Tax Auditor II	1.00	41470	Filled
FINANCE Total		**3.00**		
POLICE	Crime Analyst	1.00	41473	Filled
POLICE	Crossing Guard, PT	6.00	41475	Encumbered (PT staff)
POLICE	Police Officer Trainee	35.00	41474	Encumbered (Continuous Academies)
POLICE Total		**42.00**		
FIRE	Budget & Grants Administrator	1.00	41483	Filled
FIRE	Fire Prevent Bureau Inspect, Civil	1.00	41477	Filled
FIRE	Fire Prevent Bureau Inspect, Civil	1.00	41478	Filled
FIRE	Fire Prevent Bureau Inspect, Civil	1.00	41479	Filled
FIRE	Fire Prevent Bureau Inspect, Civil	1.00	41480	Filled
FIRE	Fire Prevent Bureau Inspect, Civil	1.00	41481	Filled
FIRE	Fire Prevent Bureau Inspect, Civil	1.00	41482	Filled
FIRE	Vegetation Management Supervisor	1.00	41476	On Hold (Job spec revisions or FEHA)
FIRE Total		**8.00**		
OPW	Capital Improvement Project Coor	1.00	41337	Encumbered
OPW	Capital Improvement Project Coor	1.00	41338	Filled
OPW	Clean Community Supervisor	1.00	41351	Eligible list referred
OPW	Construction Inspector (Field)	1.00	41340	Recruitment Plan in Progress
OPW	Litter/Nuisance Enforcement Officer	1.00	41342	Filled
OPW	Litter/Nuisance Enforcement Officer	1.00	41343	Filled
OPW	Litter/Nuisance Enforcement Officer	1.00	41344	Filled
OPW	Litter/Nuisance Enforcement Officer	1.00	41349	Filled
OPW	Management Assistant	1.00	41335	Encumbered
OPW	Project Manager	1.00	41339	Recruitment Plan in Progress
OPW	Public Service Rep, Sr	1.00	41336	Recruitment Open (application intake)
OPW	Public Works Maintenance Worker	1.00	41346	Filled (Provisional)
OPW	Public Works Maintenance Worker	1.00	41347	Filled (Provisional)
OPW	Public Works Maintenance Worker	1.00	41350	Filled (Provisional)
OPW	Public Works Maintenance Worker	1.00	41352	Filled (Provisional)
OPW	Public Works Maintenance Worker	1.00	41353	Filled (Provisional)
OPW	Street Maintenance Leader	1.00	41345	Filled
OPW	Street Maintenance Leader	1.00	4134	Filled
OPW	Student Trainee, PT	2.00	41341	Filled
OPW Total		**20.00**		
DOT	Assistant to the Director	1.00	41354	Filled
DOT	Engineer, Assistant II (Office)	1.00	41356	Approved (pending HR assignment)
DOT	Program Analyst II	1.00	41358	On Hold (by Dept)
DOT	Public Works Supervisor I	1.00	41359	Filled

DEPT	JOB CLASSIFICATION TITLE	FTE	PPC#	STATUS OF VACANCY/REQ
DOT	Spatial Database Analyst III	1.00	41355	Requisition Pending Approval
DOT	Student Trainee, PT	0.50	41357	Encumbered (linked to PT class)
DOT	Student Trainee, PT	0.50	41360	Encumbered (linked to PT class)
DOT Total		**6.00**		
ITD	Business Analyst IV	1.00	41361	Encumbered (linked to TCSE)
ITD	Project Manager II	1.00	41362	Requisition Pending Approval
ITD Total		**2.00**		
LIBRARY	Account Clerk III	1.00	41366	Eliminated per Add/Delete
LIBRARY	Administrative Analyst I	1.00	41365	Filled
LIBRARY	Librarian I	1.00	41370	Recruitment Plan in Progress
LIBRARY	Librarian I	1.00	41386	Recruitment Plan in Progress
LIBRARY	Librarian I, PPT	0.60	41372	Recruitment Plan in Progress
LIBRARY	Librarian I, PPT	0.60	41388	Recruitment Plan in Progress
LIBRARY	Librarian I, PPT	0.60	41389	Recruitment Plan in Progress
LIBRARY	Librarian I, PPT	0.60	41391	Recruitment Plan in Progress
LIBRARY	Librarian I, PPT	0.60	41409	Recruitment Plan in Progress
LIBRARY	Librarian I, PPT	0.60	41427	Recruitment Plan in Progress
LIBRARY	Librarian I, PPT	0.60	41430	Recruitment Plan in Progress
LIBRARY	Librarian II	1.00	41364	Recruitment Plan in Progress
LIBRARY	Library Aide	1.00	41367	Filled
LIBRARY	Library Aide	1.00	41390	Filled
LIBRARY	Library Aide	1.00	41396	Filled
LIBRARY	Library Aide	1.00	41399	Filled
LIBRARY	Library Aide	1.00	41400	Filled
LIBRARY	Library Aide	1.00	41403	Filled
LIBRARY	Library Aide	1.00	41404	Filled
LIBRARY	Library Aide	1.00	41408	Filled
LIBRARY	Library Aide	1.00	41415	Filled
LIBRARY	Library Aide	1.00	41420	Filled
LIBRARY	Library Aide	1.00	41421	Filled
LIBRARY	Library Aide	1.00	41425	Filled
LIBRARY	Library Aide	1.00	41426	Filled
LIBRARY	Library Aide	1.00	41429	Filled
LIBRARY	Library Aide	1.00	41433	Filled
LIBRARY	Library Aide, PPT	0.60	41368	Recruitment Plan in Progress
LIBRARY	Library Aide, PPT	0.60	41369	Recruitment Plan in Progress
LIBRARY	Library Aide, PPT	0.60	41373	Recruitment Plan in Progress
LIBRARY	Library Aide, PPT	0.60	41374	Recruitment Plan in Progress
LIBRARY	Library Aide, PPT	0.60	41375	Recruitment Plan in Progress
LIBRARY	Library Aide, PPT	0.60	41378	Recruitment Plan in Progress
LIBRARY	Library Aide, PPT	0.60	41382	Filled
LIBRARY	Library Aide, PPT	0.60	41383	Filled
LIBRARY	Library Aide, PPT	0.60	41384	Filled
LIBRARY	Library Aide, PPT	0.60	41385	Filled
LIBRARY	Library Aide, PPT	0.60	41392	Filled
LIBRARY	Library Aide, PPT	0.60	41393	Filled
LIBRARY	Library Aide, PPT	0.60	41394	Filled
LIBRARY	Library Aide, PPT	0.60	41395	Filled
LIBRARY	Library Aide, PPT	0.60	41412	Filled
LIBRARY	Library Aide, PPT	0.60	41413	Filled
LIBRARY	Library Aide, PPT	0.60	41417	Filled
LIBRARY	Library Aide, PPT	0.60	41418	Filled

DEPT	JOB CLASSIFICATION TITLE	FTE	PPC#	STATUS OF VACANCY/REQ
LIBRARY	Library Aide, PPT	0.60	41432	Filled
LIBRARY	Library Assistant	1.00	41371	Filled
LIBRARY	Library Assistant	1.00	41397	Requisition Pending Approval
LIBRARY	Library Assistant	1.00	41398	Requisition Pending Approval
LIBRARY	Library Assistant	1.00	41414	Filled
LIBRARY	Library Assistant	1.00	41419	Filled
LIBRARY	Library Assistant	1.00	41424	Filled
LIBRARY	Library Assistant	1.00	41428	Filled
LIBRARY	Library Assistant, Senior	1.00	41423	Requisition Pending Approval
LIBRARY	Library Assistant, Senior, PPT	0.60	41401	Requisition Pending Approval
LIBRARY	Library Assistant, Senior, PPT	0.60	41405	Requisition Pending Approval
LIBRARY	Library Assistant, Senior, PPT	0.60	41416	Filled
LIBRARY	Library Assistant, Senior, PPT	0.60	41422	Filled
LIBRARY	Library Asst, PPT	0.60	41376	Requisition Pending Approval
LIBRARY	Library Asst, PPT	0.60	41377	Requisition Pending Approval
LIBRARY	Library Asst, PPT	0.60	41379	Requisition Pending Approval
LIBRARY	Library Asst, PPT	0.60	41380	Requisition Pending Approval
LIBRARY	Library Asst, PPT	0.60	41381	Requisition Pending Approval
LIBRARY	Library Asst, PPT	0.60	41387	Requisition Pending Approval
LIBRARY	Library Asst, PPT	0.60	41402	Filled
LIBRARY	Library Asst, PPT	0.60	41406	Filled
LIBRARY	Library Asst, PPT	0.60	41407	Filled
LIBRARY	Library Asst, PPT	0.60	41410	Filled
LIBRARY	Library Asst, PPT	0.60	41411	Filled
LIBRARY	Library Asst, PPT	0.60	41431	Filled
LIBRARY	Program Analyst III	1.00	41363	Filled
LIBRARY Total		**54.20**		
RACE & EQUITY	Executive Assistant to the Director	1.00	41666	Filled
ACE & EQUITY Total		**1.00**		
HSD	Accountant II	1.00	41444	Filled
HSD	Administrative Assistant I	1.00	41435	Filled
HSD	Food Service Worker, PT	1.00	41438	Filled
HSD	Head Start Coach Coordinator	1.00	41543	Filled
HSD	Head Start ERSEA & Data Coord	1.00	41443	Filled
HSD	Head Start Facilities Coordinator	1.00	41442	Filled
HSD	Head Start School Ready Coord	1.00	41542	Filled
HSD	Head Start/EHS Sub Inst, PT	1.00	41441	Encumbered (PT staff)
HSD	Health & Human Svcs Prgm Planner	1.00	41446	Encumbered
HSD	Office Assistant I, PT	0.53	41436	Filled
HSD	Office Assistant I, PT	1.09	41437	Encumbered
HSD	Program Analyst II, PPT	0.99	41445	Filled
HSD	Recreation Attendant I, PT	5.00	41439	Requisition Open (application intake)
HSD	Recreation Attendant I, PT	5.50	41440	Requisition Open (application intake)
HSD Total		**22.11**		
PBD	Inspection Services Manager	1.00	41455	Eliminated per Add/Delete
PBD	Permit Technician II	1.00	41449	Approved (pending HR assignment)
PBD	Planner IV	1.00	41447	Filled
PBD	Principal Inspection Supv	1.00	41454	Eliminated per Add/Delete
PBD	Public Service Representative	1.00	41448	Recruitment Open (application intake)
PBD	Specialty Combination Inspector	1.00	41450	Depart Interview Process
PBD	Specialty Combination Inspector	1.00	41451	Depart Interview Process
PBD	Specialty Combination Inspector	1.00	41452	Filled

DEPT	JOB CLASSIFICATION TITLE	FTE	PPC#	STATUS OF VACANCY/REQ
PBD	Specialty Combination Inspector	1.00	41453	Depart Interview Process
PBD	Specialty Combination Inspector	1.00	41456	Filled
PBD Total		**10.00**		
EWD	Urban Economic Analyst II	1.00	41457	Requisition Pending Approval
EWD Total		**1.00**		
HCD	Accountant I	1.00	41460	Inactive no immediate plans to fill
HCD	Hearing Officer	1.00	41462	Filled (LDA)
HCD	Hearing Officer	1.00	41463	Inactive no immediate plans to fill
HCD	Hearing Officer	1.00	41464	Inactive no immediate plans to fill
HCD	Housing Development Coordinator III	1.00	41459	Recruitment Plan in Progress
HCD	Loan Servicing Administrator	1.00	41458	Approved (pending HR assignment)
HCD	Program Analyst III	1.00	41461	Encumbered
HCD Total		**7.00**		

Grand Total   **183.91**

DEPT	JOB CLASSIFICATION TITLE	FTE	STATUS OF VACANCY/REQ
OPW	Account Clerk II	1.00	Dept Interview Process
OPW	Accountant I	1.00	Encumbered
OPW	Accountant III	2.00	Encumbered
OPW	Administrative Analyst II	1.00	Encumbered
OPW	Administrative Assistant I	1.00	Hire Authorization in Progress
OPW	Administrative Assistant II	1.00	Inactive (no immediate plans to fill)
OPW	Administrative Services Manager II	2.00	Hire Authorization in Progress
OPW	Auto Equipment Mechanic	2.00	Encumbered
OPW	Capital Improvement Project Coor	3.00	Requisition Pending Approval
OPW	Carpenter	1.00	Requisition Pending Approval
OPW	Construction & Maintenance Mechanic	3.00	Requisition Pending Approval
OPW	Construction Inspector (Field)	3.00	HR Assessment & Scoring
OPW	Construction Inspector Sup (Field)	1.00	Dept Interview Process
OPW	Construction Inspector, Sr (Field)	1.00	HR Assessment & Scoring
OPW	Custodial Services Supervisor I	1.00	Dept Interview Process
OPW	Custodian	8.00	Requisition Pending Approval
OPW	Custodian, PPT	1.00	Requisition Pending Approval
OPW	Electrical Engineer II	1.00	Requisition Pending Approval
OPW	Electrical Painter	3.00	Requisition Pending Approval
OPW	Engineer, Assistant II (Office)	3.00	Requisition Pending Approval
OPW	Engineer, Civil (Field)	1.00	Requisition Pending Approval
OPW	Engineer, Civil (Office)	2.00	Requisition Pending Approval
OPW	Engineering Intern, PT	1.00	Requisition Pending Approval
OPW	Environment Enforcement Officer	1.00	Requisition Pending Approval
OPW	Environmental Program Specialist	1.00	Requisition Pending Approval
OPW	Equipment Services Superintendent	1.00	Requisition Pending Approval
OPW	Exec Asst to the Director	1.00	Requisition Pending Approval
OPW	Facilities Complex Mgr, Asst	1.00	Requisition Pending Approval
OPW	Fleet Specialist	1.00	Encumbered
OPW	Gardener Crew Leader	1.00	Requisition Pending Approval
OPW	Gardener II	2.00	Requisition Pending Approval
OPW	Heavy Equipment Mechanic	4.00	Requisition Pending Approval
OPW	Heavy Equipment Operator	2.00	Requisition Pending Approval
OPW	Heavy Equipment Service Worker	2.00	Requisition Pending Approval
OPW	Heavy Equipment Supervisor	1.00	Encumbered
OPW	Maintenance Mechanic	4.00	Requisition Pending Approval
OPW	Management Assistant	1.00	Encumbered
OPW	Management Intern, PT	1.00	Requisition Pending Approval
OPW	Manager, Capital Improvement Pgrm	1.00	Requisition Pending Approval
OPW	Manager, Environmental Services	1.00	Recruitment Open (application intake)
OPW	Office Assistant II	1.00	Encumbered
OPW	Painter	3.00	Requisition Pending Approval
OPW	Park Attendant, PPT	1.00	Requisition Pending Approval
OPW	Park Attendant, PT	4.02	Requisition Pending Approval
OPW	Park Equipment Operator	2.00	Approved (pending HR assignment)
OPW	Park Supervisor I	1.00	Approved (pending HR assignment)
OPW	Pool Technician, PPT	1.00	Requisition Pending Approval
OPW	Program Analyst II	3.00	Encumbered
OPW	Program Analyst III	1.00	Encumbered
OPW	Project Manager	1.00	Requisition Pending Approval
OPW	Project Manager II	1.00	Approved (pending HR assignment)
OPW	Public Service Representative	1.00	Recruitment Closed (screening apps)
OPW	Public Works Maintenance Worker	5.00	Recruitment Open (application intake)
OPW	Public Works Supervisor I	5.00	Requisition Pending Approval
OPW	Recycling Specialist	1.00	Requisition Pending Approval
OPW	Sewer Maintenance Leader	2.00	Requisition Pending Approval

DEPT	JOB CLASSIFICATION TITLE	FTE	STATUS OF VACANCY/REQ
OPW	Sewer Maintenance Worker	4.00	Eligible List Referred to Dept
OPW	Stationary Engineer	2.00	Requisition Pending Approval
OPW	Street Maintenance Leader	2.00	Dept Interview Process
OPW	Street Sweeper Operator	2.00	Requisition Pending Approval
OPW	Student Trainee, PT	1.00	Requisition Pending Approval
OPW	Tree Trimmer	4.00	Requisition Pending Approval
OPW Total		**118.02**	

DEPT	JOB CLASSIFICATION TITLE	FTE	STATUS OF VACANCY/REQ
DOT	Accountant I	1.00	On Hold (Job spec revisions or FEHA)
DOT	Arboricultural Inspector	1.00	Requisition Pending Approval
DOT	Business Analyst II	1.00	Requisition Pending Approval
DOT	Chief of Party	1.00	On Hold (Job spec revisions or FEHA)
DOT	Construction Inspector (Field)	3.00	HR Assessment & Scoring
DOT	Drafting/Design Technician, Sr	1.00	Requisition Pending Approval
DOT	Electrical Const & Maint Planner	1.00	Encumbered
DOT	Electrical Engineer III	1.00	Approved (pending HR assignment)
DOT	Electrician	1.00	Requisition Pending Approval
DOT	Engineer, Assistant II (Office)	8.00	Approved (pending HR assignment)
DOT	Engineer, Civil (Office)	1.00	Requisition Pending Approval
DOT	Engineer, Transportation	5.00	On Hold (Job spec revisions or FEHA)
DOT	Engineer, Transportation Supv	1.00	Requisition Pending Approval
DOT	Engineering Intern, PT	2.00	Requisition Pending Approval
DOT	Engineering Technician II (Office)	1.00	Eligible List Referred to Dept
DOT	Heavy Equipment Operator	4.00	Recruitment Plan in Progress
DOT	Office Assistant II	1.00	Inactive (no immediate plans to fill)
DOT	Parking Control Technician, PPT	4.25	Requisition Pending Approval
DOT	Payroll Personnel Clerk III	1.00	Approved (pending HR assignment)
DOT	Program Analyst II	6.00	On Hold (by Dept)
DOT	Program Analyst III	3.00	On Hold (by Dept)
DOT	Public Service Representative	1.00	Recruitment Closed (screening apps)
DOT	Public Works Maintenance Worker	12.00	Recruitment Open (application intake)
DOT	Public Works Operations Manager	1.00	Encumbered
DOT	Public Works Supervisor I	3.00	HR Assessment & Scoring
DOT	Sign Maintenance Worker	2.00	Requisition Pending Approval
DOT	Spatial Database Analyst III	1.00	Requisition Pending Approval
DOT	Student Trainee, PT	1.50	Dept Interview Process
DOT	Surveying Technician, Sr (Field)	1.00	Requisition Pending Approval
DOT	Traffic Sign Maker	1.00	Recruitment Open (application intake)
DOT	Transportation Planner, Senior	2.00	HR Assessment & Scoring
DOT Total		**73.75**	

OPW & DOT Grand Total   **191.77**