



CITY OF SACRAMENTO

DEPARTMENT OF PERSONNEL
PERSONNEL MANAGEMENT SERVICES DIVISION
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CITY MANAGER'S OFFICE
RECEIVED
JUL 3 1986

DONNA L. GILES
DIRECTOR OF PERSONNEL

June 30, 1986

APPROVED
BY THE CITY COUNCIL

JUL 15 1986

OFFICE OF THE
CITY CLERK

City Council
Sacramento California

Honorable Members in Session:

SUBJECT: REQUEST FOR STAFF AIDE POSITIONS IN THE DEPARTMENT OF PUBLIC WORKS, SOLID WASTE DIVISION

SUMMARY

This report recommends approval of nine (9) Staff Aide positions to meet an immediate staffing need in the Department of Public Works, Solid Waste Division, until an appropriate class specification can be developed.

BACKGROUND

The Solid Waste Division has submitted a request for three (3) manual laborers to assist on the code enforcement litter control crew. The function is currently being performed by temporary seasonal Utility Workers.

In addition, the Division has requested six (6) manual laborers to staff the Neighborhood Clean-up Program. Manual labor for this program was historically supplied by the General Assistance Program of the County Welfare Department. Due to extreme fluctuations in availability, this labor source is insufficient to supply full staffing needs. As a result, the program has fallen behind schedule in providing each household one major pick-up per year. The six requested positions would provide needed stability and would continue to be augmented by General Assistance Workers as available.

The City does not currently have a class specification that accurately reflects the duties of these positions. The use of nine (9) Staff Aides in these positions would allow time for the development of an appropriate class specification.

These staff Aide positions would have an hourly pay rate of \$4.922. This salary recommendation is based upon internal salary relationships with similar classifications.


FISCAL IMPACT

Funds for the proposed salaries are currently included in the 1986-87 Solid Waste Division Budget and, therefore, should create no additional fiscal impact.

RECOMMENDATION

It is recommended that the City Council approve the use of the Staff Aide classification for the nine (9) positions needed within the Department of Public Works, Solid Waste Division, for up to twelve (12) months.

Respectfully Submitted,


Donna L. Giles
Director of Personnel

RECOMMENDATION APPROVED:



Walter J. Slupe
City Manager

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July 8, 1986
All Districts