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DEPARTMENT OF
PERSONNEL

CITY OF SACRAMENTO
CALIFORNIA

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ROOM 210
SACRAMENTO, CA
95814-2693

PERSONNEL MANAGEMENT
SERVICES DIVISION

APPROVED
BY THE CITY COUNCIL

916-449-5726

September 29, 1987

OCT 6 1987

DONNA L. GILES
DIRECTOR OF
PERSONNEL

City Council
Sacramento California

OFFICE OF THE
CLERK

Honorable Members in Session:

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

SUMMARY

This report recommends approval of a Staff Aide position 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 City Council has directed the Solid Waste Division to accelerate the implementation of the 90-gallon container program; the Division estimates 53,000 containers will be in place by next year.

The Solid Waste Division has transferred three (3) staff positions from the disbanded vegetal waste unit to the bin maintenance unit, but has been unable to fully implement the 90-gallon container program due to the lack of a specified classification to perform the duties of Supervisor. Because of the increase in City-owned containers, (as well as the current City-owned commercial bins) the Division has an immediate need for a staff position to supervise the bin-maintenance unit.

The position will be responsible for the supervision of personnel who assemble, maintain, repair and deliver the City-owned refuse containers and equipment; duties would also include journey level body repair, modification and painting of various solid waste equipment.

Because no current classification exists that includes the type of duties that this position would be responsible for, and there is an immediate need to fully implement the 90-gallon container program, a Staff Aide position for a six-month period is requested while the proper classification is developed. It is proposed to set the Staff Aide salary \$2,551.64 per month which is equivalent in salary and similar in level responsibility to Drainage Supervisor.

FISCAL IMPACT

Funds for the proposed salary is currently included in the 1987-88 Solid Waste Division Budget and, therefore, will create no additional fiscal impact.

RECOMMENDATION

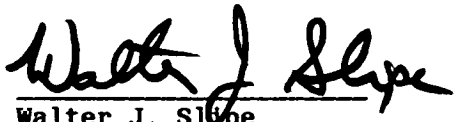
It is recommended that the City Council approve the use of the Staff Aide classification for the position needed within the Department of Public Works, Solid Waste Division, for up to six (6) months.

Respectfully Submitted,



Donna L. Giles
Director of Personnel

RECOMMENDATION APPROVED:



Walter J. Slope
City Manager

October 6, 1987
All Districts

DLG/SCC