

EMPLOYER-EMPLOYEE RELATIONS POLICY

ARTICLE I – STATEMENT OF PURPOSE

This Resolution is enacted pursuant to California Government Code Sections 3500 et seq., to establish orderly procedures to promote full communication between the City and its employees by providing a reasonable method of resolving disputes regarding wages, hours, and other terms and conditions of employment between the City and its employee organizations. It is the purpose of this Resolution to promote the improvement of personnel management and employer-employee relations within the City by providing a uniform basis for recognizing the right of its employees to join organizations of their own choice and be represented by such organizations in their employment relationship with the City.

Nothing contained herein shall be deemed to supersede the provisions of existing State law, the City Charter, ordinances, resolutions and rules which establish and regulate the merit and civil service system, or which provide for other methods of administering employer-employee relations. This Resolution is intended, instead, to strengthen merit, civil service and other methods of administering employer-employee relations through the establishment of uniform and orderly methods of communications between employees and the City.

ARTICLE II – AUTHORITY OF CITY MANAGER

The City hereby declares, as a matter of policy, that the City Council and its members will deal with employee organizations and their representatives solely through the City Manager except when otherwise expressly provided for by the terms of this Resolution.

ARTICLE III – DEFINITIONS

1. The terms "employee organization", "recognized employee organization", and "mediation" have the meanings specified in California Government Code Section 3501.

2. The meaning of "scope of representation" is as that term is defined in California Government Code Section 3504.

3. Except as otherwise provided for in a collective bargaining agreement, an "employee" shall mean (a) a full-time career employee, or (b) an employee who works, within one year from each date of employment, in excess of 1,040 hours during a continuous period of employment of more than six (6) months.

4. "Confidential Employee" means an employee who regularly participates in making or regularly has advance knowledge of decisions of the City affecting employee relations.

5. "Management Employee" means an employee having responsibility for formulating, administering, or managing the implementation of City policies and programs.

6. "Supervisory Employee" means an employee having responsibility for assigning and directing the work of other employees, or for rewarding or disciplining them, or for adjusting their grievances, or effectively to recommend such action if, in connection with the foregoing, the exercise of such authority is not of a merely routine or clerical nature, but requires the use of independent judgment.

7. "Professional Employee" means an employee engaged in work (a) predominantly intellectual and varied in character as opposed to routine mental, manual, mechanical, or physical work, and (b) involving the consistent exercise of discretion and judgment in its performance, and (c) of such a character that the output produced or the result accomplished cannot be standardized in relation to a given period of time, and (d) requiring knowledge of an advanced type in a field of science or learning customarily acquired by a prolonged course of specialized intellectual instruction and study in an institution of higher learning or a hospital, as distinguished from a general academic education or from an apprenticeship or from training in the performance of routine mental manual or physical processes.

8. "Employee Relations Officer" means the City Manager or his duly authorized representative.

9. "Proof of Employee Approval" is demonstrated under this Resolution by (a) an authorization card recently signed by an employee, or (b) employee dues deduction authorizations, using the payroll immediately prior to the date a petition is filed hereunder, except that deductions for more than one employee organization for the account of any one employee shall not be considered proof of employee approval for more than one employee organization, or (c) a verified authorization petition or petitions recently signed by an employee. The words "recently signed" mean signed within one hundred eighty (180) days prior to the filing of a petition hereunder.

10. "Impasse" means a deadlock in discussions between a recognized employee organization and the Employee Relations Officer over any matters concerning which they are required to meet and confer in good faith, or over the scope of such subject matter.

ARTICLE IV – REPRESENTATION UNITS

The representation units set forth in Exhibit "A" attached hereto are the appropriate units for representation by recognized employee organizations.

ARTICLE V – RECOGNIZED EMPLOYEE ORGANIZATIONS

An employee organization that wishes to be certified as the recognized employee organization for a designated representation unit for which unit no employee organization has been certified shall file a recognition petition with the Employee Relations Officer.

1. Petition – The petition shall be signed by the organization's duly authorized officers, and shall contain the following information and documentation:

- (a) The name and mailing address of the organization.
- (b) The names and titles of its officers.
- (c) Designation of those persons, not exceeding three in number, and their addresses, to whom notice sent by regular mail will be deemed sufficient notice on the organization for any purpose.
- (d) A statement that the organization does not discriminate or restrict membership or participation based on race, color, creed, national origin, or sex.
- (e) A statement that the employee organization has, as one of its primary purposes, representing employees in their employment relations with the City.
- (f) A statement that the employee organization agrees to comply with the provisions of this Resolution.
- (g) A copy of its constitution and bylaws, if any.
- (h) Identification of the representation unit for which petitioner seeks certification as the recognized employee organization.
- (i) Proof of employee approval of thirty percent (30%) or more of the employees within such representation unit.

The Employee Relations Officer shall give written notice of such petition to the petitioner, to the employees involved and to any employee organization that has filed a written request for receipt of such notice to him. Within thirty (30) days of the date of such notice, other employee organizations may file a challenging petition seeking to become the recognized employee organization within such representation unit.

2. Election

- (a) Calling of Election – The Employee Relations Officer shall, whether or not a challenging petition is filed, request the State Conciliation Service to call and conduct a secret ballot election in accordance with its own procedures and regulations and pursuant to the election procedures as herein below set forth. If a challenging petition is filed, and is accompanied by proof of employee approval equal to at least ten percent (10%) of the employees within the representation unit, the State Conciliation Service shall include such challenging employee organization on the ballot.
- (b) Election Procedures – Whenever the State Conciliation Service calls an election pursuant hereto, it shall include the choice of no organization on the ballot. Employees entitled to vote in a representational election shall be those employees within the representation unit whose name appeared on the payroll immediately prior to the date of the election. An employee

organization shall be certified by the Employee Relations Officer as the recognized employee organization within the representation unit if...

- (1) That employee organization has received the vote of a numerical majority of all the employees eligible to vote in the unit of which the election is held, or,
- (2) More than fifty percent (50%) of the total number of employees in the unit eligible to vote have voted in the election, and the employee organization receives a numerical majority of all votes cast in the election, or,
- (3) In an election involving three or more choices, where none of the choices receives a majority of the ballot votes cast, and where more than fifty percent (50%) of the total number of employees in the unit eligible to vote have voted in the election, a run-off election shall be conducted between the two choices receiving the largest number of ballot votes cast; the rules governing an initial election being applicable to a run-off election.

3. Decertification Procedures – A decertification petition may be filed with the Employee Relations Officer by employees or an employee organization to determine whether or not a recognized employee organization continues to represent a majority of the employees in the representation unit. Such petition must be accompanied by proof of employee approval equal to at least thirty percent (30%) of the employees within the representation unit. The time periods for a petition to be filed with the Employee Relations Officer are: a) after the first full year of recognition if no written agreement has been negotiated; b) within the period commencing ninety (90) and ending sixty (60) days immediately prior to the expiration date of a written agreement; or c) any time after a written agreement has been in effect for five years or more. When such a valid petition has been filed, the State Conciliation Service shall be requested to conduct an election to determine whether or not the incumbent recognized employee organization shall be decertified, and where filed by an employee organization, whether such organization shall be recognized. Such election shall be in accordance with the procedures and regulations of the State Conciliation Service, and the election procedures as hereinabove set forth.

4. In the event that the State Conciliation Service is unable to or unwilling to provide any of the services required of it by paragraphs 2 and 3 above, the American Arbitration Association, or another impartial third party agreed to by the City and the concerned employee organization(s), shall perform said services.

5. Costs of conducting elections, if any, shall be borne equally by the City and the employee organization(s).

6. Recognized employee organizations shall annually, on or before the anniversary date of recognition, file a written statement with the Employee Relations Officer, indicating changes in items (a) through (g) as they appeared in the recognition petition filed pursuant to paragraph 1 of this Article, or as subsequently amended by a written statement hereunder, or, as appropriate, shall indicate that there has been no change in

such information. The statement shall be signed by the duly authorized officers of the recognized employee organization.

ARTICLE VI – MEET AND CONFER

Upon request, a recognized employee organization shall have the right to meet and confer in good faith regarding matters within the scope of representation with the Employee Relations Officer and/or his designees. Provided, however, that nothing herein shall require meeting and conferring between parties to a Memorandum of Understanding during the term of such Memorandum regarding matters to take effect during such term, except that such parties may meet and confer during such term on a matter within the scope of representation where (a) the matter was not covered by the Memorandum or expressly raised as an issue during the meeting and conferring process out of which such Memorandum arose, and (b) there shall have arisen a significant change in circumstances with respect to such matter, which could not have reasonably been anticipated by both parties at the time they signed such Memorandum.

Employees in classifications not included in supervisory and confidential representation units shall not participate in meeting and conferring or grievance resolution processes pertaining to supervisory and confidential representation unit classifications.

In the absence of express authorization in advance by the Employee Relations Officer, not more than two City employees representing a recognized employee organization requesting such a meeting shall be entitled to attend without loss of compensation or other benefit, nor shall more than a total of three representatives for each recognized employee organization be entitled to attend such meetings.

City employees who shall represent a recognized employee organization at such meeting shall give reasonable advance notice thereof to their immediate supervisor, but in no event shall such notice be given less than one full working day or shift before the meeting; except, however, that the Employee Relations Officer may, in his discretion, waive this requirement for advance notice.

If agreement is reached on matters subject to approval by the City Council or by the Civil Service Board or Retirement Board, the parties shall jointly prepare a written memorandum of such understanding, and the Employee Relations Officer shall present it to the Council or such Board, as appropriate, for determination. If agreement is reached on matters not subject to such approval, the Employee Relations Officer and the recognized employee organization(s) shall, at the request of one of the parties, prepare a written memorandum of such understanding.

ARTICLE VII – PAYROLL DEDUCTIONS

Only recognized employee organizations shall have the right to have the regular membership dues of its members deducted from employees' paychecks upon the written authorization of each such employee member in such form as will not infringe upon an employee's rights under California Government Code Sec. 3502.

This Article shall not be construed to restrict a recognized employee organization from meeting and conferring with the City regarding additional payroll deductions upon the written authorization of employees in such representation unit.

ARTICLE VIII – COMMUNICATION WITH EMPLOYEES

Reasonable access to employee work locations shall be granted to officers of recognized employee organizations for the purpose of processing grievances or contacting members of the organization concerning business within the scope of representation. Such officers shall not enter any work location without previous notice to and consent from the Department Head or his designee, and access may be restricted so as not to interfere with departmental operations or with established safety and security requirements.

Campaigning for office, conducting meetings or elections, and other internal employee organization business of a similar nature shall not be carried on during work hours.

ARTICLE IX – USE OF CITY FACILITIES

City buildings and other facilities may be made available for use by City employees or an employee organization or their representatives in accordance with administrative procedures governing such use.

ARTICLE X – ADVANCE NOTICE

Except in cases of emergency as provided in this Article, the City Council, the Civil Service Board and the Retirement Board, shall give reasonable written notice to each recognized employee organization affected by any ordinance, rule, resolution or regulation directly relating to matters within the scope of representation proposed to be adopted by the City Council, the Civil Service Board, or the Retirement Board, and shall give such recognized employee organization the opportunity to meet with the City Council, the Civil Service Board, or the Retirement Board. The Council or such Board shall, upon request of the Employee Relations Officer or a recognized employee organization, delay consideration of the matter proposed to be acted upon for such period of time deemed to be reasonable by the Council or such Board, to give the parties an opportunity to meet and confer thereon in order to endeavor to agree upon a joint recommendation to be made to the Council or such Board.

In cases of emergency when the City Council, the Civil Service Board, or the Retirement Board determine that an ordinance, rule, resolution or regulation must be adopted immediately without prior notice or meeting with a recognized employee organization, the City Council, the Civil Service Board, or the Retirement Board shall provide such notice and opportunity to meet at the earliest practicable time following the adoption of such ordinance, rule, resolution, or regulation.

ARTICLE XI – EMPLOYEE ORGANIZATION

Employee organizations may represent their individual employee members in individual employment relations, including grievances, to the extent required by the Government Code.

ARTICLE XII – INDIVIDUAL EMPLOYEES

Nothing in this Resolution shall be construed to restrict or in any way modify the right of an individual employee to present matters involving his individual employment relationship to the appropriate level of management, provided that any action taken is not inconsistent with the terms of a memorandum or understanding then in effect, and that before any action is taken which could affect the terms and conditions of employment of other employees in the representation unit, such proposed action is communicated to the recognized employee organization for its opinion on the merits and the effect on the proposed action.

ARTICLE XIII – PROHIBITION AGAINST DISCRIMINATION

No appointing authority or his representative shall discriminate for or against any employee organization, or in any way coerce or influence any employee in his free choice to join or refrain from joining any employee organization.

It is the policy of the City to affirmatively support and encourage equal opportunity of employment for members of racial, religious and other minority groups. If evidence of such discrimination by an employee organization comes to the attention of the Employee Relations Officer, it shall be his duty to refer such evidence to an appropriate legal authority having jurisdiction thereof, if any.

ARTICLE XIV – APPLICATION OF LABOR CODE SECTION 923

The enactment of this Resolution shall not be construed as making the provisions of Section 923 of the Labor Code applicable to employees or employee organizations.

ARTICLE XV – IMPASSE PROCEDURES

1. Initiation of Impasse Procedures – Impasse procedures may be invoked after the possibility of settlement by direct discussion has been exhausted. Any party may initiate the impasse procedures by filing with the other party or parties a written request for an impasse meeting, together with a statement of its position on all disputed issues. An impasse meeting shall then be scheduled by the Employee Relations Officer forthwith after the date of filing of the written request for such meeting, with written notice to all parties affected. The purpose of such impasse meeting shall be two-fold:

- (a) To permit a review of the position of all parties in a final effort to reach an agreement on the disputed issues; and

- (b) If agreement is not concluded, to discuss arrangements for implementing the specific impasse procedure or procedures to which the dispute shall be submitted.

2. Impasse Procedures – Impasse procedures are as follows:

- (a) If the parties so agree, the dispute shall be submitted directly to the City Council for determination.
- (b) If they do not so agree with a reasonable period of time, the dispute shall be submitted to mediation. All mediation proceedings shall be private. The mediator shall make no public recommendation, nor take any public position at any time concerning the issues. If the parties are unable to agree on a mediator after a reasonable period of time, they shall select the mediator from a list of three names to be provided by the State Conciliation Service, or if that body for any reason shall fail to provide such list, by the American Arbitration Association. The recognized employee organization or organizations shall first strike one name, the Employee Relations Officer shall then strike one name, and the name remaining shall be the mediator.
- (c) If the parties have failed to resolve all their disputes through mediation within fifteen (15) days after the mediator commenced meeting with the parties, the parties may agree to submit the issues in dispute directly to the City Council. In that event the City Council shall finally determine the issues after conducting a public hearing thereon and after such further investigation of the relevant facts as it may deem appropriate.
- (d) If the parties fail to agree to submit the dispute directly to the City Council, the disputed issues shall be submitted to fact-finding.

The parties may agree on the appointment of one or more fact-finders. If they fail to so agree, a fact-finding panel of three shall be appointed in the following manner: One member of the panel shall be appointed by the Employee Relations Officer, one member shall be appointed by the recognized employee organization, and those two shall name a third, who shall be the chairman. If they are unable to agree upon a third, they shall select the third member from a list of five names to be provided by the American Arbitration Association, the one to serve to be determined by the alternate striking of names, with the party who is to strike the first name to be determined by chance method.

The following constitute the jurisdictional and procedural requirements for fact-finding:

- (1) Fact-finders shall not have served as mediator in the same impasse under subparagraph (b), and shall not be employees or officers of the City or members of one of the City's employee organizations.
- (2) Fact-finding is authorized hereunder in connection with all disputed issues that are within the scope of representation.

- (3) The fact-finder(s) shall, to the extent they are applicable, determine and apply the following standards to the disputed issues in making recommendations:
- (i) City job classifications shall be compared to comparable job classifications in private and public employment in the Sacramento metropolitan area, and in the three California cities next larger and the three California cities next smaller in population than Sacramento, to the extent such can be reasonably done.
 - (ii) In determining job comparability, the following factors will be considered: The nature and complexity of the duties involved; the degree of supervision received and exercised; the educational, experience and physical qualifications, and the special skills required; the physical working conditions; and the hazards inherent in the job.
 - (iii) Comparisons shall be in terms of total compensation and benefits of employment, and, to the extent feasible, shall be measured in monetary terms.
 - (iv) The comparison data as hereinabove provided for shall, to the extent feasible, be adjusted as appropriate for differences in the cost of living in Sacramento as compared to other cities considered; the benefits of job stability and continuity of employment; difficulty of recruiting qualified applicants; and equitable employment benefit relationships between job classifications in City employment.
 - (v) The state of the economy in the Sacramento metropolitan area, and the financial condition and resources of City government, shall be considered.
- (4) The fact-finder(s) shall make written findings of fact and recommendations for the resolution of the issues in dispute, which shall be presented in terms of the standards specified in (3) above. The fact-finder or chairman of the fact-finding panel shall serve such findings and recommendations on the Employee Relations Officer and the designated representative of the recognized employee organization. If these parties have not resolved the impasse within ten (10) days after service of the findings and recommendations upon them, and in no event later than ten (10) days prior to the final date set by law for fixing of the tax rate, the fact-finder or the chairman of the fact-finding panel shall make them public by submitting them to the City Clerk for consideration by the City Council in connection with the Council's legislative determination of the issues.
- (5) Costs of mediation and fact-finding shall be divided one-half to the City and one-half to the recognized employee organization.

EXHIBIT "A"

DESIGNATION OF REPRESENTATION UNITS
AND UNREPRESENTED CLASSIFICATIONS

4.A. The Council determines that the following (including special job classifications designated by "Special Manpower Planning") are the appropriate representation units:

1. Building Trades and Craft Unit

Blacksmith -Welder
Carpenter
Electrician
Electrician Lineworker
Electrician Supervisor
Machinist
Machinist Helper
Machinist Supervisor
Mechanical Maintenance Supervisor
Painter
Plumber
Plumber Apprentice
Roofer
Senior Carpenter
Senior Electrician
Senior Painter
Senior Plumber
Senior Sheet Metal Worker
Sheet Metal Worker
Stagehand I
Stagehand II
~~Street Construction Equipment Operator~~
~~Street Construction Laborer~~
~~Street Construction Laborer Trainee*~~
~~Street Maintenance Supervisor~~
Structural Maintenance Supervisor

4.2. Plant Operator Unit

Heating, Ventilation and Air Conditioning Systems Mechanic
Junior Plant Operator
Plant Operator-I
~~Plant Operator I (Career Development Trainee)*~~
~~Plant Operator II~~

~~Plant Operator III~~
~~Senior Heating, Ventilation and Air Conditioning Systems Mechanic~~
~~Senior Plant Operator~~
Senior Stationary Engineer
Stationary Engineer

4.3. Water and Sewer Unit

~~Assistant Water Cross-Connection Control Specialist~~
~~Utilities Field Services Water and Sewer Leadworker~~
~~Utilities Field Services Water and Sewer Serviceworker~~
~~Utilities Field Services Water and Sewer Serviceworker (Apprentice)*~~
~~Water and Sewer Serviceworker (Career Development Trainee)*~~
~~Water and Sewer Supervisor~~
Water Cross-Connection Control Specialist

4.4. Traffic Engineering Unit

~~Senior Traffic Worker~~
Traffic Supervisor
Traffic Worker I
~~Traffic Worker I (Career Development Trainee)*~~
Traffic Worker II
~~Traffic Worker III~~
~~Traffic Worker Trainee~~
~~Traffic Leadworker~~

4.5. Fire Department Unit

~~Fire Apparatus Operator~~
Fire Battalion Chief
Fire Captain
~~Fire Captain (Paramedic)~~
~~Fire Engineer~~
~~Fire Engineer (Paramedic)~~
~~Firefighter~~
Fire Investigator I
Fire Investigator II
~~Fire Prevention Inspector II~~
Fire Prevention Officer I
Fire Prevention Officer II
Fire Prevention Officer Trainee
~~Firefighter~~
~~Firefighter (Paramedic)~~
~~Senior Fire Prevention Officer~~

4.6. Police Department Unit

Community Service Officer*
Community Service Officer (Limited-Term)*
Dispatcher I
Dispatcher II
Dispatcher III
Park Safety Ranger
Park Safety Ranger Assistant
~~Park Safety Ranger~~
Park Safety Ranger Supervisor
~~Police Lieutenant~~
Police Officer
Police Sergeant
~~Reserve Dispatcher*~~
~~Reserve Police Officer*~~

4.7. Professional Unit

Arborist/Urban Forester
Archivist
Art Museum Registrar
Assistant Planner
Associate Curator of Art
Associate Planner
~~Economic Development Specialist I~~
~~Economic Development Specialist II~~
Geographic Information Systems Specialist I
Geographic Information Systems Specialist II
Geographic Information Systems Specialist III
Graphic Designer
Junior Planner
~~Law Clerk*~~
~~Librarian I~~
~~Librarian I – Children's Services Librarian~~
~~Librarian II~~
~~Librarian II – Children's Services Librarian~~
~~Librarian II – Library Automation Coordinator~~
Media Production Specialist I
Media Production Specialist II
Museum Registrar
Public Information Coordinator, ~~Parks and Community Services~~
Real Property Agent I
Real Property Agent II
Real Property Agent III
~~Senior Media Production Specialist~~

Telecommunications Systems Analyst I
Telecommunications Systems Analyst II
Telecommunications Systems Analyst III
~~Transportation System Management Program Coordinator~~
Water Quality Chemist

4.8. Office and Technical Unit

Account Clerk I
Account Clerk II
Accounting Technician
Architectural Technician I
Architectural Technician II
Architectural Technician III
~~Arts and Crafts Specialist*~~
Arts Program Assistant
Arts Program Coordinator
Booking Coordinator
Boutique Operator
Building Inspector I
Building Inspector II
Building Inspector III
Building Inspector IV
~~Building Technician~~
Burglary/Robbery Alarm Inspector
Buyer I
Buyer II
Buyer III
~~Buyer Trainee~~
Cashier
Central Services Assistant I
Central Services Assistant II
Central Services Assistant III
~~Charm and Modeling Instructor I*~~
~~Charm and Modeling Instructor II*~~
Child Care Assistant
~~Child Care Site Activity Programmer~~
~~Child Care Site Coordinator~~
Claims Collector
~~Clerical Assistant*~~
Clerk I
Clerk I (Career Development Trainee)*
Clerk II
Clerk III
Code Enforcement Officer
Communications Assistant

Community Service Representative I
Community Service Representative II
Computer Operator I
Computer Operator II
Construction Inspector I
Construction Inspector II
Construction Inspector III
~~Customer*~~
Customer Service Assistant
Customer Service Representative
Customer Service Specialist
Customer Service Trainee
Data Entry Technician
Department Systems Specialist I
Department Systems Specialist II
~~Departmental Data Analyst I~~
~~Departmental Data Analyst II~~
~~Departmental Data Technician~~
Development Services Technician I
Development Services Technician II
Development Services Technician III
Elder Care Assistant
Electrical Construction Inspector I
Electrical Construction Inspector II
Electrical Construction Inspector III
Engineering Technician I
Engineering Technician II
Engineering Technician III
Events Coordinator
Exhibits Coordinator
Facility Drawings Technician
Fingerprint Clerk
Fleet Management Technician
Fleet Service Coordinator
Forensic Investigator I
Forensic Investigator II
~~Graduate Student Trainee*~~
Graphics Assistant
Human Services Program Coordinator*
~~Identification Technician I~~
~~Identification Technician II~~
~~Identification Technician III~~
Information Technology Support Specialist I
Information Technology Support Specialist II
Information Technology Trainee
Key Data Operator I

~~Landscape Architectural Technician I~~
Landscape Technician II
Lead Forensic Investigator
~~Library Assistant I~~
~~Library Assistant II~~
~~Library Equipment Service Technician~~
~~Library Galleria Coordinator~~
~~Library Technician~~
~~Library Technician Branch Supervisor~~
Media and Computer Specialist
Microcomputer Systems Specialist
Neighborhood ~~Improvement~~ Resources Coordinator I
Neighborhood Resources Coordinator II
~~Nuisance Abatement Officer~~
Offset Equipment Operator
~~Offset Equipment Operator (Career Development Trainee)*~~
~~Performing Arts Specialist*~~
Personnel Transactions Coordinator
~~Planning Technician I~~
~~Planning Technician II~~
Plans Examiner I
Plans Examiner II
Plans Examiner III
Police Clerk I
Police Clerk II
Police Clerk III
Police Records ~~Assistant~~ Specialist I
Police Records Specialist ~~Assistant~~ II
Police Records Specialist ~~Assistant~~ III
Program Coordinator
Program Developer
Program Leader
~~Promotions Specialist*~~
Property Assistant
~~Property Assistant (Career Development Trainee)*~~
~~Public Service Aide*~~
~~Real Property Agent I~~
~~Real Property Agent II~~
Recreation Aide*
~~Recreation Leader~~
Recreation Leader (~~Handicapped~~ Special Needs)*
~~Recreation Program Coordinator~~
~~Relief Clerical Assistant*~~
Revenue Services Representative ~~I~~
~~Revenue Representative II~~
~~Revenue Representative III~~

Revenue Services Trainee
Secretary
Secretary to the Planning Commission
~~Senior Buyer~~
~~Senior Cashier~~
Senior Central Services Assistant
Senior Claims Collector
Senior Computer Operator
Senior Customer Service Representative
Senior Data Entry Technician
~~Senior Data Processing Technician~~
Senior Department Systems Specialist
~~Senior Departmental Data Analyst~~
Senior Engineering Technician
Senior Information Technology Support Specialist
Senior Key Data Operator
Senior Landfill Engineering Technician
Senior Personnel Transactions Coordinator
Senior Property Assistant
Senior Recreation ~~Leader~~Aide*
Senior Revenue Services Representative
Senior School Crossing Guard*
~~Senior Tax and Permits Representative~~
Senior Utility Customer Service Technician
Service Contract Inspector
~~Special Programs Coordinator~~
Special Programs ~~Leader~~*
~~Staff Aide*~~
Stenographer Clerk I
Stenographer Clerk II
Stenographer Clerk III
Storekeeper
Stores Clerk I
~~Stores Clerk I (Career Development Trainee)*~~
Stores Clerk II
~~Student Trainee*~~
Surveillance Equipment Technician
~~Tax and Permits Representative~~
Ticket Seller
~~Ticket Seller*~~
Traffic Investigator I
Traffic Investigator II
Traffic Investigator III
~~Transportation System Management Program Assistant~~
Transportation Systems Management Coordinator
Typist Clerk I

~~Typist Clerk I (Career Development Trainee)*~~

Typist Clerk II

Typist Clerk III

Utility Customer Service Technician I

Utility Customer Service Technician II

Utility Customer Service Technician III

Utility Services Inspector

Utility Services Inspector (Unpy)

Water Conservation Specialist

~~Water Quality Inspector~~

Water Quality Laboratory Technician

Zoning Investigator

4.9. Operations and Maintenance Unit

Animal Care Technician

Animal Control Officer

Assistant Code Enforcement Officer

Assistant Greenskeeper*

Building Maintenance Worker

~~Claims Representative~~

Community Center Attendant I

~~Community Center Attendant I (Career Development Trainee)*~~

Community Center Attendant II

Cultural Facilities Attendant

Custodian I

Custodian II

Electronic Maintenance Technician I

Electronic Maintenance Technician II

Electronic Maintenance Technician Trainee

~~Electronic Maintenance Technician Trainee (Career Development Trainee)*~~

Engineering Aide I

Engineering Aide II

~~Equipment Operator~~

General Helper

~~Golf Course Irrigator*~~

Golf Course Marshal

Greenskeeper

Instrument Technician I

Instrument Technician II

Instrument Technician Trainee

Irrigation Technician

Landfill Equipment Operator R1

Landfill Equipment Operator R2

Maintenance Worker

~~Maintenance Worker (Career Development Trainee)*~~

[~~Marina Aide*~~](#)
 Marina and Boating Facilities Attendant
 Meter Reader
[~~Meter Reader \(Career Development Trainee\)*~~](#)
 Motor Sweeper Operator
 Park Equipment Operator
[Park Maintenance Worker](#)
 Park Maintenance Worker I
 Park Maintenance Worker II
[Park Maintenance Worker II \(Pest\)](#)
 Park Maintenance Worker III
 Parking Enforcement Officer
 Parking Lot Attendant
 Parking Meter Coin Collector
 Parking Meter Repair Wworker
[Registered Veterinary Technician](#)
 Sanitation Worker I
 Sanitation Worker II
 Sanitation Worker III
[~~Sanitation Worker IV~~](#)
 Security Guard
[~~Senior Animal Care Technician~~](#)
 Senior Building Maintenance Worker
 Senior Custodian
 Senior Electronic Maintenance Technician
[~~Senior Landfill Equipment Operator~~](#)
 Senior Maintenance Worker
 Senior Parking Lot Attendant
[Senior Telecommunications Technician](#)
[Senior Tree Maintenance Worker](#)
 Senior Tree ~~Trimmer~~Pruner
[Street Construction Equipment Operator](#)
[Street Construction Laborer](#)
[Street Construction Laborer Trainee](#)
[~~Survey Party Chief~~](#)
[Survey Technician I](#)
[Survey Technician II](#)
 Telecommunications Technician I
 Telecommunications Technician II
 Telecommunications Technician Trainee
 Traffic Control and Lighting Technician I
 Traffic Control and Lighting Technician II
 Traffic Control and Lighting Technician Trainee
[~~Traffic Control and Lighting Technician Trainee \(Career Development Trainee\)~~](#)
 Tree Maintenance Worker

Tree Maintenance Worker ~~III~~ Trainee
Tree ~~Trimmer~~ Pruner I
Tree ~~Trimmer~~ Pruner II
Tree ~~Trimmer~~ Pruner Trainee
Utility Worker*
~~Vehicle Abatement Officer~~
Water Waste Inspector
Zoo Attendant I
Zoo Attendant II

2.10. General Supervisory Unit

Assistant Box Office Supervisor
~~Building Inspector III~~
~~Camp Sacramento Supervisor~~
Central Services Supervisor
Central Stores Supervisor
Chief Museum Attendant
~~Child Care Program Supervisor~~
Computer ~~Operator~~ Operations Supervisor
Concrete Construction Leadworker
~~Curator of Education~~
Curator of Historical Exhibitions
Custodial Supervisor
Customer Service Supervisor
Drainage Supervisor
Enforcement and Collections Supervisor
Equipment Maintenance Supervisor
Financial Services Supervisor
Golf Course Supervisor
Instrumentation Supervisor
~~Librarian III~~
~~Librarian III - Minority Services Coordinator~~
~~Librarian III - Regional Children's Services Coordinator~~
Marina and Boating Facilities Supervisor
Meter Reading Supervisor
Museum Security Supervisor
Office Supervisor
Parking Enforcement Supervisor
Parking Facilities Maintenance Supervisor
Parking Lot Supervisor
Parking Meter Collection Supervisor
Parking Meter Repair Supervisor
Parks Supervisor
Police Records Supervisor
Program Supervisor

~~Recreation Supervisor I~~
~~Recreation Supervisor II~~
~~Refuse Collection Supervisor~~
Revenue Supervisor
~~Science Education Coordinator~~
Senior Accounting Technician
Senior Animal Care Technician
Senior Animal Control Officer
~~Senior Citizens Services Supervisor~~
Senior Code Enforcement Officer
~~Senior Nuisance Abatement Officer~~
Senior Parking Lot Supervisor
Senior Police Records Supervisor
Senior Storekeeper
Senior Supervising Building Inspector
Senior Traffic Control and Lighting Supervisor
Solid Waste Maintenance Supervisor
Solid Waste Supervisor
~~Street Cleaning Supervisor~~
Street Maintenance Supervisor
Supervising Building Inspector
Supervising Cashier
Supervising Community Center Attendant
Supervising Community Service Representative
Supervising Construction Inspector
Supervising Dispatcher
Supervising Forensic Investigator
Supervising Graphic Designer
~~Supervising Identification Technician~~
Supervising Plant Operator
Supervising Police Clerk
~~Supervising Police Records Assistant~~
Supervising Property Assistant
Supervising Surveyor
Supervising Water Quality Chemist
Survey Party Chief
Telecommunications Supervisor
Traffic Control and Lighting Supervisor
Tree Maintenance Supervisor
Tree ~~Trimmer~~ Pruner Supervisor
Utilities Field Services Supervisor
Utility Customer Service Supervisor
Zoo Supervisor

10-11. Engineering Unit

Assistant Architect
Assistant Civil Engineer
Assistant Electrical Engineer
~~Assistant Landscape Architect~~
Assistant Mechanical Engineer
Associate Architect
Associate Civil Engineer
Associate Electrical Engineer
Associate Landscape Architect
Associate Mechanical Engineer
Fire Protection Engineer
Junior Architect
Junior Engineer
Junior Landscape ~~Architect~~Assistant
Landscape Assistant
Telecommunications Engineer I
Telecommunications Engineer II
Telecommunications Engineer III

11-12. Automotive/Equipment Mechanics Unit

Equipment Body Mechanic I
Equipment Body Mechanic II
Equipment Body Mechanic III
Equipment Mechanic I
Equipment Mechanic II
Equipment Mechanic III
Equipment Serviceworker
Fire Service Worker
General Repair ~~W~~worker
Senior Equipment Serviceworker
Supervising Fire Service Worker
Vehicle Pool Serviceworker
~~Vehicle Service Aide*~~
Vehicle Service Attendant
~~Vehicle Service Attendant Career Development Trainee*~~

A.B. The Council designates the following class titles as "unrepresented classifications":

1. Executive Management

Assistant City Attorney
Assistant City Clerk
Assistant City Manager
Assistant City Treasurer

Budget Manager
Chief Information Officer
City Attorney
City Auditor
City Clerk
City Manager
City Treasurer
Deputy City Manager
Deputy Police Chief
Director of Community Development
Director of Convention, Culture and Leisure
Director of Economic Development
Director of Finance
Director of General Services
Director of Governmental Affairs
Director of Human Resources
Director of Parks and Recreation
Director of Public Safety Accountability
Director of Transportation
Director of Utilities
Executive Director, SAC CCOMWP
Fire Chief
Fire Deputy Chief
Labor Relations Manager
Media and Communications Officer
Police Chief
SAFCA Executive Director
Staff Aide (Management)

4.2. Mayor/Council Support

Auditor
Chief of Staff to the Mayor
Council Operations Manager
District Director
Executive Assistant (Exempt)
Independent Budget Analyst
Mayor/Council Intern
Special Assistant to the Mayor
Staff Aide
Staff Assistant (Exempt)

4.3. Exempt Management

Accountant Auditor
Accounting Manager

~~Administrative Assistant to the City Council~~
~~Administrative Assistant to the Mayor~~
~~Administrative Services Officer~~
~~Administrative Trainee (Exempt)~~
~~Affirmative Action Officer~~
Animal Care Services Manager
~~Anti-Drug and Gang Program Coordinator (Exempt)~~
~~Art in Public Places Administrator~~
Art in Public Places Specialist
Arts Administrator
~~Art Museum Manager~~
~~Assistant Accounting Manager~~
~~Assistant Building Inspections Manager~~
~~Assistant Chief of Police~~
~~Assistant City Attorney~~
~~Assistant City Clerk~~
~~Assistant City Manager~~
~~Assistant City Treasurer~~
~~Assistant Director of Community Center~~
~~Assistant Director of General Services~~
~~Assistant Director of Parks and Community Services~~
~~Assistant Director of Planning and Development~~
~~Assistant Director of Public Works~~
~~Assistant Director of Utilities~~
Assistant Field Services Manager
~~Assistant Fleet Manager~~
~~Assistant Library Director~~
~~Assistant Neighborhood Services Manager~~
~~Assistant Public Safety Communications Manager~~
~~Assistant Real Property and Assessment District Supervisor~~
~~Assistant Revenue Manager~~
~~Assistant Street Division Manager~~
~~Assistant Superintendent of Maintenance~~
~~Assistant Superintendent of Wastewater Facilities~~
~~Assistant Superintendent of Water Production Facilities~~
~~Assistant to Facility Manager~~
~~Assistant to the Transportation Division Manager~~
~~Assistant Water and Sewer Distribution Superintendent~~
Auditor
Banking Operations Analyst
~~Box Office Supervisor~~
~~Budget Manager~~
~~Building Inspections Manager~~
~~Building Maintenance Superintendent (Exempt)~~
~~Building Permits Administrator~~
Building Services Manager

Business Services Manager
Camp Sacramento Supervisor
Career Development Officer (Exempt)Specialist
~~Chief Animal Control Officer~~
Chief Building Inspector
Chief Building Official
~~Chief Information Officer~~
Chief Investment Officer
Chief of Housing and Dangerous Buildings
~~Chief of Staff to the Mayor~~
Chief Electrical Inspector
Chief of Off-Street Parking
Chief of On-Street Parking
Chief Plumbing Inspector
~~Citizens Assistance Officer~~
City Attorney
~~City Auditor~~
City Clerk
City Manager
City Treasurer
Code Enforcement Manager
Communications Systems Manager
~~Community Center Events and Facilities Manager (Exempt)~~
~~Community Center Facilities Administrator (Exempt)~~
Computer Services Manager
~~Construction Contract Officer~~
Contracts and Compliance OfficerSpecialist
Convention Center General Manager
Curator of Art
Curator of Education
Curator of History
Debt Analyst
Deputy Chief Building Official
~~Deputy Chief of Police~~
Deputy City Attorney I
Deputy City Attorney II
~~Deputy City Attorney III~~
~~Deputy City Attorney IV~~
Deputy City Manager
Deputy City Treasurer
Deputy City Treasurer (SPCL)
Deputy Convention Center General Manager
~~Deputy Director of Parks and Community Services~~
~~Deputy Director of Public Works, Engineering Services~~
~~Deputy Director of Public Works, Field Services~~
Deputy Director of Public Safety and Accountability

~~Deputy Library Director, Automated and Technical Services~~
~~Deputy Library Director, Management Services~~
~~Deputy Superintendent of Wastewater Facilities~~
~~Deputy Superintendent of Water Production Facilities~~
~~Deputy Police Chief~~
~~Director of Code Enforcement~~
~~Director of Community Development Center~~
~~Director of Convention, Culture and Leisure~~
~~Director of Data Management~~
~~Director of Development Services~~
~~Director of Economic Development~~
~~Director of Employee Relations~~
~~Director of Finance~~
~~Director of General Services~~
~~Director of Governmental Affairs~~
~~Director of Human Resources~~
~~Director of Labor Relations~~
~~Director of Neighborhood Services~~~~Director of Office of Youth Development~~
~~Director of Parks and Recreation and Community Services~~
~~Director of Personnel~~
~~Director of Planning and Development~~
~~Director of Public Safety and Accountability~~
~~Director of Public Works~~
~~Director of Transportation~~
~~Director of Utilities~~
~~District Director~~
~~E-Government Manager~~
~~Economic Development Manager~~
~~E-Government Manager~~
~~Emergency Communications Manager~~
~~Emergency Medical Services Coordinator~~
~~Emergency Services Officer (Exempt)~~
~~Employee Relations Representative I~~
~~Employee Relations Representative II~~
~~Employee Services Manager~~
~~Energy Systems Coordinator~~
~~Engineering Division Manager~~
~~Environmental Services Manager~~Health and Safety Officer
Environmental Health and Safety Specialist
Equal Employment Specialist
~~Events Services~~ Manager~~Administrator (Exempt)~~
Events Services Supervisor
Facilities and Real Property Superintendent
~~Facilities~~ Manager
~~Field Services Manager~~
~~Financial Systems Manager~~

Fire Assistant Chief
~~Fire Chief~~
~~Fire Deputy Chief~~
~~Fire Division Chief~~
Fleet Manager
~~Flood Control and Sewer Division Manager~~
~~Geographic Information Systems Administrator~~
~~Geographic Information Systems Administrator (SPCL)~~
Golf Manager
Golf Superintendent
Historic District Manager
History and Science Manager
~~History Center Administrator~~
~~Housing Administrator~~
Human Resources Manager
~~Independent Budget Analyst~~
~~Identification Section Administrator~~
Information ~~Systems~~ Technology Manager
Information Technology Project Manager
Information Technology Supervisor
Integrated Waste Collections Superintendent
Integrated Waste General Manager
Integrated Waste General Supervisor
Integrated Waste Planning Superintendent
~~Internal Audit Administrator~~ Manager
Investment and Operations Manager
Investment Officer-I
~~Investment Officer II~~
Investment Operations Analyst
Junior Development Project Manager
Labor Relations Analyst
~~Labor Relations Manager~~
Labor Relations Officer
Law Office Administrator
~~Librarian IV (Exempt)~~
~~Library Community Relations Coordinator~~
~~Library Director~~
Licensed Land Surveyor
Management Analyst-I
Management Analyst-II
Management Analyst-III
~~Management Officer of Community Center and Convention Bureau~~
Marina Manager
~~Mayor/City Council Office Manager~~
~~Media and Communications Officer~~
Media and Communications Specialist

Metropolitan Arts Manager
~~Minority, Women, and Small Business Coordinator~~
~~Museum and History Manager~~
~~New Growth Manager~~
Neighborhood Services Area Manager
Neighborhood Services Manager
New Growth Manager
~~Occupational Health, Safety, and Retirement Manager~~
~~Operations and Maintenance Superintendent~~
Operations General Supervisor
Operations Manager
Organizational Development Specialist
Park Maintenance Manager
Park Maintenance Superintendent
Park Planning, Design and Development Manager
~~Parking Administrator~~Manager
~~Parks and Recreation Manager~~
~~Parks Superintendent~~
Permit Services Manager
Personnel Analyst
~~Services Manager~~
Planning ~~Director~~Manager Director
Plant Services Manager
Police Administrative Manager
Police Captain
~~Police Chief~~
~~Police Commander~~
~~Police Data Services Administrator~~
~~Police Information Officer~~
Police Lieutenant
~~Police Records Manager~~
Principal Accountant
Principal Applications Developer
Principal Building Inspector
Principal Information Technology Project Manager
Principal Management Analyst
Principal Planner
Principal Systems Engineer
Procurement Services Manager
Program Manager
Program Specialist
~~Property Management Section Administrator~~
~~Public Information Officer~~
~~Public Safety Communications Manager~~
Recreation General Supervisor
Recreation Manager

Recreation Superintendent
~~Refuse Collection General Supervisor~~
Revenue Manager
Risk Manager
~~SAFCA Counsel~~
~~Science Center Administrator~~
Senior Accountant Auditor
~~Senior Administrative Services Officer~~
Senior Applications Developer
Senior Architect
Senior Debt Analyst
Senior Deputy City Attorney
Senior Development Project Manager
~~Senior Employee Relations Representative~~
Senior Engineer
Senior Investment Officer
Senior Landscape Architect
Senior Management Analyst
Senior Personnel Analyst
Senior Planner
Senior Systems Engineer
~~Solid Waste Collection Superintendent~~
~~Solid Waste Disposal Superintendent~~
~~Solid Waste Division Manager~~
Special Assistant to the City Attorney
Special Assistant to the Mayor
Special Projects Engineer
Special Projects Manager
Staff Services Administrator
~~Street Cleaning General Supervisor~~
~~Street Division Manager~~
~~Street Maintenance General Supervisor~~
Streets Manager
~~Superintendent of Equipment Maintenance~~
Supervising Animal Care Officer
Supervising Architect
Supervising Deputy City Attorney
Supervising Engineer
Supervising Financial Analyst
Supervising Information Technology Project Manager
Supervising Landscape Architect
~~Supervising Personnel Analyst~~
Supervising Real Property Agent
Support Services Manager
~~Systems and Programming Manager~~
Technical Services Manager

~~Traffic Control and Lighting General Supervisor~~
~~Traffic Engineer~~
~~Traffic Signs and Markings General Supervisor~~
~~Training Officer~~ Specialist
~~Transportation Division Manager~~
~~Treasury Financial Systems Analyst~~
Treasury Manager
Urban Design Manager
Urban Forestry Manager
Utility Construction Coordinator
Veterinarian
~~Water and Sewer Distribution Superintendent~~ (Field)
Water and Sewer Superintendent (Plant)
~~Water Division Manager~~
~~Worker's Compensation Administrator~~
Zoo Curator
~~Zoo Manager~~

4. Exempt/Management Support

Administrative Analyst
Investigator
Program Analyst
Senior Deputy City Clerk
Stores Administrator
Workers' Compensation Claims Representative

2.5. Confidential/Administrative

~~Account Clerk I (Confidential)~~
~~Account Clerk II (Confidential)~~
~~Accountant-Auditor I~~
~~Accountant-Auditor II~~
~~Accountant-Auditor III~~
~~Administrative Analyst I~~
~~Administrative Analyst II~~ Administrative Assistant
Administrative Assistant (Confidential/Exempt)
Administrative Technician
Administrative Technician (Confidential/Exempt)
~~Administrative Trainee~~ Analyst Trainee
Applications Developer
~~Benefits Officer~~
~~Benefits Technician~~
~~Budget Technician~~
~~Cashiering Systems Supervisor~~
~~Child Care Coordinator~~

~~City Attorney's Office Administrative Officer (Exempt)~~
~~City Council Office Secretary~~
~~City Manager's Office Supervisor~~
~~Confidential Office Supervisor (Exempt)~~
~~Confidential Secretary~~
~~Data Base Analyst I~~
~~Data Base Analyst II~~
Data System Technician
~~Deputy City Clerk~~
Desktop Support Specialist
~~Executive Assistant (Exempt)~~
~~Fire Service Training Specialist~~
~~Graduate Legal Assistant*~~
Information Technology Project Analyst
LAN Administrator
~~Legal Assistant~~
~~Legal Secretary I~~
~~Legal Secretary I (Exempt)~~
~~Legal Secretary II~~
~~Legal Secretary II (Exempt)~~
Legal Staff Assistant
Legal Staff Assistant (Exempt)
~~Library Facility Coordinator~~
~~Mayor/City Council Office Receptionist~~
Paralegal (Exempt)
Payroll Technician
~~Personnel Analyst I~~
~~Personnel Analyst II~~
~~Personnel Technician~~
Personnel Technician (Confidential)
~~Programmer~~
~~I~~
~~Programmer II~~
~~Programmer Analyst I~~
~~Programmer Analyst II~~
~~Programmer Trainee~~
~~Recruitment Coordinator (Exempt)~~
~~Retirement Officer~~
~~Retirement Systems Technician~~
~~Safety Officer~~
~~Safety Specialist~~
~~Secretary~~
~~Secretary, City Manager's Office~~
~~Secretary to the Mayor~~
~~Senior Accounting Technician (Confidential)~~
~~Senior Data Base Analyst~~

Senior Legal Staff Assistant (Exempt)
Senior Staff Assistant
Staff Assistant
Staff Assistant (Exempt)
~~Senior Parks and Recreation Supervisor~~
~~Senior Programmer Analyst~~
~~Special Districts Analyst~~
Supervising Legal Secretary
~~Supervisor-Property Management Section~~
Systems Engineer
~~Systems Programmer I~~
~~Systems Programmer II~~
Treasury Assistant
~~Treasury Operations Officer I~~
~~Treasury Operations Officer II~~
~~Typist Clerk (Exempt)~~
~~Typist Clerk I (Confidential)~~
~~Typist Clerk I (Exempt)~~
~~Typist Clerk II (Confidential)~~
~~Typist Clerk II (Exempt)~~
~~Typist Clerk III (Confidential)~~
~~Vocational Rehabilitation Coordinator~~
~~Waste Reduction Coordinator I~~
~~Waste Reduction Coordinator II~~
~~Worker's Compensation Claims Representative I~~
~~Worker's Compensation Claims Representative II~~
~~Worker's Compensation Claims Representative Trainee~~
~~Worker's Compensation Office Supervisor (Confidential)~~

4.6. Non-Career

Arts and Crafts Specialist*
Assistant Caretaker*
Assistant Cook*
Assistant Greenskeeper*
Assistant Pool Manager*
Assistant Proctor*
~~Auxiliary Golf Course Marshal*~~
~~Book Shelves*~~
Building Maintenance Laborer Trainee*
Cache Logistics Coordinator*
Camp Aide*
Camp Recreation Leader*
Caretaker*
Cashier (Community Services)*
Clerical Assistant*

Dispatcher Recruit*
Events Crowd Controller*
Events Duty Person*
Events Usher*
Fire Recruit*
First Cook*
Golf Marshal/Player Assistant*
Graduate Student Trainee*
Head Events Crowd Controller*
Host*
Human Services Program Coordinator*
Instructor*
Law Clerk*
Lifeguard*
~~Locker Attendant*~~
Marina Aide*
Nurse*
~~Pantry Aide*~~
Pilot*
Police Background Assistant (~~Exempt~~)*
Police Cadet*
Police Recruit*
Pool Attendant*
Pool Manager*
Proctor*
Program Director*
Promotions Specialist*
Public Service Aide*
Recreation Aide*
Recreation Leader (Special Needs)*
Relief Clerical Assistant*
Reserve Dispatcher*
Reserve Police Officer I*
Reserve Police Officer II*
Reserve Police Officer III*
Reserve Police Records Specialist*
Reserve Police Sergeant*
Reserve Property Assistant*
School Crossing Guard*
Security Officer*
Senior Lifeguard*
Senior Recreation Aide*
Special Program Leader*
~~Storekeeper (Community Services)*~~
Student Trainee (Engineering, Computer)*
Student Trainee (Most Majors)*

Student Trainee (Paramedic)*
Ticket Seller (Exempt/~~Part-time~~)*
Tutor*
Utility Worker*
Vehicle Service Aide*
Wading Pool Leader*
Youth Aide*