

# City of Alameda



## Interdepartmental Memorandum

Date: June 20, 2017

To: Honorable Civil Service Board

From: Nancy Bronstein *N.B.*  
Executive Secretary/Human Resources Director

RE: Designation of Eligible List –  
Utility Information Systems Billing Specialist, 2017-13 for  
Utility Information Systems Billing Technician vacancy, AP.7311.001

This memorandum is to inform you that the Utility Information Systems Billing Specialist, 2017-13, has been designated to fill the Utility Information Systems Billing Technician vacancy, AP.7311.001. No action by the Board is required.

Civil Service Rules Section VII, Article 5, Designation of Eligible List, provides that the Human Resources Director "may designate an existing Eligible List as an Eligible List for a related classification in which the minimum qualifications and the examination are similar to, or of a lower level, than, those required for the original Eligible List."

Based on a review of both classification specifications, and in consideration of the fact that the Utility Information Systems Billing Technician and Utility Information Systems Billing Specialist are part of the same job family and candidates possesses equivalent qualifications pursuant to Civil Service Rules Article VII, Section 5, the Utility Information Systems Billing Specialist Eligible List is hereby designated as an Eligible List for the Utility Information Systems Billing Technician position at Alameda Municipal Power.