

City of Alameda



Interdepartmental Memorandum

Date: June 18, 2015

To: Elizabeth D. Warmerdam
Interim City Manager

From: Jill Kovacs
Executive Secretary/Human Resources Manager

RE: Lateral Transfer

According to Civil Service Rules, Article IX, Section 1, this request is to authorize lateral transfer as follows:

NAME: Christopher Low

JOB CLASSIFICATION/
POSITION TITLE (CURRENT): Senior Human Resources Analyst – AMP
(Classification Code 7007)

JOB CLASSIFICATION/
POSITION TITLE (NEW): Senior Human Resources Analyst
(Classification Code 1265)


EFFECTIVE DATE: June 28, 2015

DEPARTMENT: Alameda Municipal Power (AMP)

COMMENTS:

On June 1, 2014, Christopher Low was laterally transferred from the Senior Human Resources Analyst (1265) classification in the Management and Confidential Employees Association (MCEA), to the Senior Human Resources Analyst – AMP (7007) classification established in the Alameda Municipal Power Unrepresented Management Employee Compensation Plan (AMPU). The other classifications in AMPU are all Assistant General Manager classifications. It has been determined that commonality of interest regarding the responsibilities and job duties of this position, is best served by transferring Mr. Low to the MCEA Senior Human Resources Analyst (1265) classification.


APPROVED:



Jill Kovacs, Acting Human Resources Director/
Executive Secretary to the Civil Service Board

6-18-2015

Date



Elizabeth D. Warmerdam, Interim City Manager

6/18/15

Date