

City of Alameda



Interdepartmental Memorandum

Date: March 10, 2015

To: Honorable Civil Service Board

From: Jill Kovacs
Executive Secretary/Human Resources Manager

RE: Designation of Eligible List –
Public Information Officer, 2015-02 for
Communications Engagement Specialist vacancy, AP.7015.001

This memorandum is to inform you that the Public Information Officer, 2015-02, has been designated to fill the Communications Engagement Specialist vacancy, AP.7015.001. No action by the Board is required.

Civil Service Rules Section VII, Article 5, Designation of Eligible List, provides that Human Resources "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 review of the Public Information Officer and Communications Engagement Specialist classifications, which have equal salary ranges, require similar comparable qualifications, and pursuant to Civil Service Rules Article VII, Section 5, the Public Information Officer Eligible List is designated as an Eligible List for the Communications Engagement Specialist position.