


City of Alameda



Interdepartmental Memorandum

Date: January 23, 2017

To: Honorable Civil Service Board

From: Nancy Bronstein 
Executive Secretary/Human Resources Director

RE: Designation of Eligible List –
Associate Civil Engineer, 2016-40 for
Assistant Engineer vacancy, PW.3120.001

This memorandum is to inform you that the Associate Civil Engineer Eligible List, 2016-40, has been designated to fill the Assistant Engineer vacancy, PW.3120.001. 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."

The Associate Civil Engineer is an advanced level classification responsible for supervising a group of engineering personnel and/or for assigning and reviewing major projects which requires registration as a Civil Engineer in the State of California. The Assistant Engineer class is a lower level classification which differs from the Associate in that it does not require registration as a Civil Engineer in the State of California and does not have the administrative responsibility for supervising a group of engineering personnel nor for assigning and reviewing major projects which require licensure.

Based on a review of both classification specifications and in consideration of the fact that all candidates on the Associate Civil Engineer list exceed the minimum experience and licensure requirements of the Assistant Engineering class, and pursuant to Civil Service Rules Article VII, Section 5, the Associate Civil Engineer Eligible List is hereby designated as an Eligible List for the Assistant Engineer position in the Public Works Department.