

City of Alameda



Interdepartmental Memorandum

Date: May 18, 2017

To: Honorable Civil Service Board

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

RE: Designation of Eligible List –
Accountant II, 2016-45 for
Accountant I vacancy, FN.1680.003

This memorandum is to inform you that the Accountant II Eligible List, 2016-45, has been designated to fill the Accountant I vacancy, FN.1680.003. 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 Accountant I and Accountant II are part of the same job family and candidates possesses equivalent qualifications pursuant to Civil Service Rules Article VII, Section 5, the Accountant II Eligible List is hereby designated as an Eligible List for the Accountant I position in the Finance Department.