

July 2, 2010

TO: City of Lincoln Personnel Board Members

SUBJECT: Personnel Board Meeting  
Thursday, July 15, 2010  
1:30 p.m., Council Chambers  
County-City Building

**A G E N D A**

ITEM 1: Request to create the following classification:

<u>CLASS CODE</u>	<u>CLASS TITLE</u>	<u>PROPOSED PAY RANGE</u>
5207	Equipment Operator III	(N19) \$38,991.68 - \$49,610.08

ITEM 2: Request to change the pay range of the following classifications:

<u>CLASS CODE</u>	<u>CLASS TITLE</u>	<u>CURRENT PAY RANGE</u>	<u>PROPOSED PAY RANGE</u>
5008	Laborer I	(N09) \$27,641.12 - \$35,170.72	(N12) \$30,646.72 - \$38,991.68
5009	Laborer II	(N11) \$29,612.96 - \$37,677.12	(N14) \$32,828.64 - \$41,770.56
5021	Environmental Compliance Technician	(C19) \$34,024.64 - \$43,449.12	(C24) \$38,548.64 - \$49,225.28
5225	Utility Equipment Operator I	(N13) \$31,717.92 - \$40,358.24	(N15) \$33,978.88 - \$43,228.64
5226	Utility Equipment Operator II	(N17) \$36,397.92 - \$46,309.12	(N18) \$37,677.12 - \$47,929.44

ITEM 3: Request to change the pay range of and revise the following classifications:

<u>CLASS CODE</u>	<u>CLASS TITLE</u>	<u>CURRENT PAY RANGE</u>	<u>PROPOSED PAY RANGE</u>
5205	Equipment Operator I	(N13) \$31,717.92 - \$40,358.24	(N15) \$33,978.88 - \$43,228.64
5206	Equipment Operator II	(N17) \$36,397.92 - \$46,309.12	(N18) \$37,677.12 - \$47,929.44

ITEM 4: Request to change the class code, title and pay range of and revise the following classification:

**FROM**

<u>CLASS CODE</u>	<u>CLASS TITLE</u>	<u>CURRENT PAY RANGE</u>
5033	Landfill Operator III	(N19) \$38,991.68 - \$49,610.08

**TO**

<u>CLASS CODE</u>	<u>CLASS TITLE</u>	<u>PROPOSED PAY RANGE</u>
5208	Equipment Operator IV	(N20) \$40,358.24 - \$51,346.88

**PERSONNEL BOARD**

**A G E N D A**

For July 15, 2010

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ITEM 5: Request to revise the following classification:

CLASS

CODE

CLASS TITLE

5344 Assistant Superintendent of Wastewater Collection (A14)

ITEM 6: Request to change the title of the following classifications:

CLASS

CURRENT

PROPOSED

CODE

CLASS TITLE

CLASS TITLE

1307 Stores Clerk II Stores Clerk (N14)

5326 Meter Reader II Meter Reader (N13)

5539 Parks Plumber II Parks Plumber (N19)

ITEM 7: Request to delete the following classifications:

CLASS

CODE

CLASS TITLE

1040 Publications Specialist (N11)

1214 Right of Way Technician (N12)

1218 Real Estate Clerk (N08)

1306 Stores Clerk I (N09)

3619 Environmental Health Technician (N11)

5104 Maintenance Mechanic (N12)

5303 Utility Service Technician (N14)

5325 Meter Reader I (N11)

5538 Parks Plumber I (N13)

ITEM 8: Request ordinance reflecting pay increase of 1.25% to be effective August 19, 2010 for pay ranges prefixed by an 'M'.

ITEM 9: Miscellaneous Discussion.

PC: Joan Ross, City Clerk  
Greg MacLean  
Lynn Johnson  
Don Taute

## EQUIPMENT OPERATOR III

### NATURE OF WORK

This is skilled work in the operation of heavy duty maintenance and construction equipment. This class is distinguished from an EOII by acting as a crew leader.

Work involves responsibility for the skilled, safe and efficient operation of heavy construction equipment entailing considerable manipulative difficulty; and assisting in the performance of assignments requiring the use of standard concrete finishing practices primarily on flat surface cement jobs including sidewalks, curbs, driveways and streets. Work is distinguished from other related classes by the responsibility for operating such equipment as motor graders, ditching machines, street sweepers, large front-end loaders (5 foot bucket), backhoes, rotary snow blowers, vacuum cleaning trucks, concrete mobil, grinder, jet flusher truck, semi-truck/trailers, compost and windrowing equipment, CAT mobile water tanker, solid waste conveyor, boom crane system, and related equipment. Supervision is received from a technical or an administrative superior who assigns and may inspect work in progress or upon completion. Supervision may be exercised over a small number of subordinate employees engaged in general labor and equipment operation.

### EXAMPLES OF WORK PERFORMED

Acts as a crew leader in the supervision of unskilled and semi-skilled workers in the operation of equipment relating to maintenance, repair, and construction for the City of Lincoln.

Operates heavy equipment in connection with the construction, maintenance, and snow removal, in conjunction with repair of streets, parks, landfill, and related activities.

Operates other heavy equipment such as motorgrader, mobil snow equipment, vacuum cleaning truck, concrete mobil, jet flusher truck, backhoe, front end loader (5 foot buckets) and bobcat with attachments.

Operates a heavy street sweeper in an assigned area of the city.

Operates recycling and transfer station equipment including compost and windrowing equipment and waste conveyor and boom crane machinery; identifies and provides proper handling of hazardous and prohibited wastes including oil, pesticides, tires and batteries.

Welds and fabricates metal to repair transfer station machinery and equipment; assists private equipment service representatives in major repair work; completes required documentation including maintenance work logs and load inspection reports.

Assists with the cutting out of concrete curbs; builds forms, pours concrete, floats surface, edges, scores and finishes with trowel.

Repairs broken sections of concrete and finishes in prescribed manner; runs driveways and sidewalks, edges and finishes with trowel.

Pours concrete base for asphalt or brick patch in street or alley; lays bricks if necessary; installs new floors in catch basins.

Monitors on-site and local off-site areas to ensure odors and flying trash are kept to a minimum; inspects and directs incoming loads to proper dumping sites; assists in coordinating activities at composting, transfer station and recycling sites; assists in the woodchipping operation.

Performs related work as required.

#### DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Considerable knowledge of the operating methods of a variety of heavy and complex construction and related equipment used in various jobs such as excavating, loading, leveling, rough grading, repair and related work.

Considerable knowledge of the hazards and of the applicable safety rules and precautions in heavy equipment operation.

Considerable knowledge of traffic laws, ordinances and rules involved in heavy equipment operation.

Knowledge of concrete tools, usages, practices, mixtures and their elementary properties.

Knowledge of the care required in the operation of equipment to which assigned.

Ability to read plans, take measurements using survey instruments and set up forms preparatory to pouring and finishing concrete.

Ability to operate heavy equipment skillfully, safely and according to traffic laws and regulations.

Ability to detect needed repairs and to make necessary adjustments.

Ability to supervise, if necessary, a small group of subordinate employees.

Ability to understand and carry out oral and written instructions and to work independently in the performance of regular working duties.

Ability to establish and maintain effective working relationships with co-workers, subordinates and general public.

Ability to perform heavy manual labor for long periods of time and under adverse weather conditions in close proximity to vehicle and pedestrian traffic.

Skill in the operation of construction equipment and trucks.

#### DESIRABLE TRAINING AND EXPERIENCE

Graduation from a senior high school or equivalent and considerable experience in the operation of heavy construction equipment and trucks.

#### MINIMUM QUALIFICATIONS

Graduation from a junior high school or equivalent and experience in the operation of heavy construction equipment and trucks; or any equivalent combination of training and experience which provides the desirable knowledge, abilities and skills.

#### NECESSARY SPECIAL REQUIREMENTS

Possession of a valid State of Nebraska driver's license when operating a vehicle is necessary to the satisfactory performance of assigned duties. Must have a good driving record with no more than one (1) serious violation within a three (3) year period.

Possession of a valid State of Nebraska Class CC License may be required for certain positions within this classification.

6/10

PS5207

## EQUIPMENT OPERATOR I

## NATURE OF WORK

This is skilled work in the operation of light and heavy trucks, tractors and related automotive equipment.

Work involves responsibility for the skilled and safe operation of front-end loaders (3 foot bucket), dump trucks, ag tractors, tanker dump truck, graffiti truck, snow equipment, and other automotive equipment and for prompt performance of assignments according to established routines or special instructions received from a technical or an administrative supervisor. Work also involves manual collection and disposal of trash, installation and movement of litter fences and grounds maintenance. Employees may also perform manual labor, and duties sometimes include responsibility for supervising employees assigned to trucks as helpers. Work is reviewed by a technical or an administrative supervisor through personal inspection and observation for compliance with established work schedules and methods. ~~This class is distinguished from classes of a lower level by the fact that employees in this class must spend a minimum of 50% of their working time operating equipment of the variety that constitutes placement in this class.~~

## EXAMPLES OF WORK PERFORMED

Drives various trucks carrying gravel, rocks, clay, dirt, timbers, planking, tile, water pipe, cement and other construction materials and equipment; operates asphalt distributor and spray equipment, and other public works equipment.

Operates heavy and light-weight equipment including front-end loaders (3 foot bucket), tractors, dump trucks, tanker dump trucks, and automotive equipment in support of ongoing solid waste and recycling operations at a public landfill; provides conveyor and boom crane backup to transfer station operators, when assigned; identifies and provides proper handling of hazardous and prohibited wastes including oil, pesticides, tires and batteries.

~~Drives a tractor and truck mowing equipment such as ag tractors with batwing attachments, boom mowers and trucks such as dump trucks and do-all trucks involved in parks ground maintenance; mows grass, hauls brush and logs, runs chipper and stump grinder.~~

~~Drives a water tanker dump truck; flushes and cleans catch basins.~~

~~Performs preventative maintenance such as checking oil level and inspecting tires daily and scheduled equipment maintenance including fueling and lubricating equipment, sharpening mower blades, cleaning equipment and conducting minor repairs; documents maintenance activities as required; sweeps and cleans maintenance shop area; performs grounds maintenance work including mowing, trimming and watering; reports malfunctions to immediate supervisor.~~

Monitors on-site and local off-site areas and collects and disposes of trash; installs litter fences as directed; visually inspects and directs incoming loads to proper dumping sites; assists

compost and recycling operations as assigned; attends required safety equipment and hazardous waste training sessions as scheduled.

~~Operates equipment to perform established duties with the actual operation constituting a minimum of 50% of an employee's time.~~

Operates concrete truck attachments, concrete saw, hydro-hammer, and other related equipment; cleans and maintains equipment.

Performs related work as required.

#### DESIRABLE KNOWLEDGES, ABILITIES AND SKILLS

Considerable knowledge of the operation and maintenance characteristics of basic trucks such as dump, flatbed and stake; and tractors, loaders, and other types of construction, snow, and landfill equipment.

Considerable knowledge of operating hazards and of applicable safety precautions.

Knowledge of traffic laws, ordinances, and rules involved with equipment operations.

Some knowledge of composting and recycling methods and practices.

Ability to make minor field repairs and adjustments to service automotive equipment.

Ability to understand and carry out oral and written instructions.

Ability to establish and maintain effective working relationships with coworkers and the general public.

Ability to safely operate heavy and light equipment and machinery in all weather conditions and in close proximity to vehicle and pedestrian traffic.

Skill in the operation of moderately heavy trucks, tractors and other automotive equipment.

#### DESIRABLE TRAINING AND EXPERIENCE

Graduation from a senior high school or equivalent and experience in the operation of trucks and construction equipment heavier than pleasure vehicles or pickup trucks and experience in general construction activities.

## MINIMUM QUALIFICATIONS

Graduation from a junior high school or equivalent and some experience in the operation of trucks and construction equipment heavier than pleasure vehicles or pickup trucks, and some experience in general construction activities; or any equivalent combination of training and experience which provides the desirable knowledges, abilities and skills.

## NECESSARY SPECIAL REQUIREMENT

Possession of a valid State of Nebraska driver's license when operating a vehicle is necessary to the satisfactory performance of assigned duties. The applicant must have a good driving record with no more than one (1) serious violation within the last three (3) year period.

Possession of a valid Nebraska Commercial Driver's License (CDL) is required to operate any motor vehicle equipment covered under the Commercial Motor Vehicle Safety Act of 1986.

9/73

Revised: ~~7/92~~ 6/10

PS5205

## EQUIPMENT OPERATOR II

## NATURE OF WORK

This is skilled work in the operation of heavy duty ~~street~~ maintenance and construction equipment.

Work involves responsibility for the skilled, safe and efficient operation of heavy construction equipment entailing considerable manipulative difficulty; and assisting in the performance of assignments requiring the use of standard concrete finishing practices primarily on flat surface cement jobs including sidewalks, curbs, driveways and streets. Work is distinguished from other related classes by the responsibility for operating such equipment as motor graders, ditching machines, street sweepers, large front-end loaders (5 foot bucket), backhoes, rotary snow blowers, vacuum cleaning trucks, concrete mobil, grinder, jet flusher truck, semi-truck/trailers, compost and windrowing equipment, CAT mobile water tanker, solid waste conveyor, boom crane system, and related equipment. ~~An employee in this class operates this type of equipment as a regular assignment more than 50% of his working time and is responsible for operating such equipment in a safe and efficient manner.~~ Supervision is received from a technical or an administrative superior who assigns and may inspect work in progress or upon completion. Supervision may be exercised over a small number of subordinate employees engaged in general labor and equipment operation.

## EXAMPLES OF WORK PERFORMED

Operates heavy equipment in connection with the construction, maintenance, and snow removal, in conjunction with repair of streets, parks, landfill, and related activities.

Operates other heavy equipment such as motorgrader, mobil snow equipment, vacuum cleaning truck, concrete mobil, jet flusher truck, backhoe, front end loader (5 foot buckets) and bobcat with attachments.

~~Operates grader in building of roads, ball parks and new park areas; blades asphalt; plows snow.~~

Operates a heavy street sweeper in an assigned area of the city.

Operates recycling and transfer station equipment including compost and windrowing equipment and waste conveyor and boom crane machinery; identifies and provides proper handling of hazardous and prohibited wastes including oil, pesticides, tires and batteries.

Welds and fabricates metal to repair transfer station machinery and equipment; assists private equipment service representatives in major repair work; completes required documentation including maintenance work logs and load inspection reports.

Assists with the cutting out of concrete curbs; builds forms, pours concrete, floats surface, edges, scores and finishes with trowel.

Repairs broken sections of concrete and finishes in prescribed manner; runs driveways and sidewalks, edges and finishes with trowel.

Pours concrete base for asphalt or brick patch in street or alley; lays bricks if necessary; installs new floors in catch basins.

Inspects assigned districts to identify areas in need of repair; reports dangerous areas to supervisor to be scheduled for repair.

Monitors on-site and local off-site areas to ensure odors and flying trash are kept to a minimum; visually inspects and directs incoming loads to proper dumping sites; assists in coordinating activities at composting, transfer station and recycling sites; assists in the woodchipping operation.

~~Operates equipment to perform established duties in various city divisions with the actual equipment operations constituting a minimum of 50% of an employee's work time; operates assigned equipment in a responsible, skilled and efficient manner.~~

Checks and services equipment with gas, oil, etc.; may perform minor maintenance repairs and adjustments as needed.

Performs related work as required.

#### DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Considerable knowledge of the operating methods of a variety of heavy and complex construction and related equipment used in various jobs such as excavating, loading, leveling, rough grading, repair and related work.

Considerable knowledge of the hazards and of the applicable safety rules and precautions in heavy equipment operation.

Considerable knowledge of traffic laws, ordinances and rules involved in heavy equipment operation.

Knowledge of concrete tools, usages, practices, mixtures and their elementary properties.

Knowledge of the care required in the operation of equipment to which assigned.

Ability to read plans, take measurements using survey instruments and set up forms preparatory to pouring and finishing concrete.

Ability to operate heavy equipment skillfully, safely and according to traffic laws and regulations.

Ability to detect needed repairs and to make necessary adjustments.

Ability to supervise, if necessary, a small group of subordinate employees.

Ability to understand and carry out oral and written instructions and to work independently in the performance of regular working duties.

Ability to establish and maintain effective working relationships with co-workers, subordinates and general public.

Ability to perform heavy manual labor for long periods of time and under adverse weather conditions in close proximity to vehicle and pedestrian traffic.

Skill in the operation of construction equipment and trucks.

#### DESIRABLE TRAINING AND EXPERIENCE

Graduation from a senior high school or equivalent and considerable experience in the operation of heavy construction equipment and trucks.

#### MINIMUM QUALIFICATIONS

Graduation from a junior high school or equivalent and ~~some~~ experience in the operation of heavy construction equipment and trucks; or any equivalent combination of training and experience which provides the desirable knowledge, abilities and skills.

#### NECESSARY SPECIAL REQUIREMENTS

Possession of a valid State of Nebraska driver's license when operating a vehicle is necessary to the satisfactory performance of assigned duties. Must have a good driving record with no more than one (1) serious violation within a three (3) year period.

Possession of a valid State of Nebraska Class CC License may be required for certain positions within this classification.

9/73

Revised: ~~10/89~~ 6/10

PS5206

## LANDFILL OPERATOR III/EQUIPMENT OPERATOR IV

### NATURE OF WORK

This is skilled work in the full time operation and maintenance of heavy duty track-type bulldozers/loaders, waste compactors, ~~motor graders~~ and related heavy duty equipment at a public landfill. This position must be able to operate any and all equipment at the landfill.

Work involves responsibility for the safe and efficient operation of heavy duty track-type bulldozers/loaders, waste compactors and motor graders used in the distribution, sorting, excavation, compaction and burying of solid refuse. ~~An employee in this class operates this type of equipment as a regular assignment more than 80% of his working time, and is responsible for daily and scheduled maintenance of the equipment as assigned.~~ General supervision is received from a technical or administrative superior with an employee demonstrating considerable independence at the work site in the performance of his duties.

### EXAMPLES OF WORK PERFORMED

Safely operates a heavy duty track-type bulldozer/loader, waste compactor, ~~motor grader~~ and related landfill equipment to distribute, sort, excavate, compact and bury solid refuse and demolition debris at a sanitary landfill; identifies and provides proper handling of hazardous and prohibited wastes per established procedures; completes scheduled and required safety, equipment and hazardous waste training sessions to maintain necessary licensure and to ensure awareness of the most recent information in waste handling, disposal and safety laws and procedures.

Performs daily and scheduled equipment maintenance including lubrication, preventative maintenance and minor repair work; assists equipment service representatives in major repair work; completes daily and scheduled equipment maintenance work logs and documentation.

Communicates with other site personnel to ensure proper placement of disposed waste and refuse materials, to ensure safety of waste haulers, coworkers and equipment and to ensure accessibility of landfill traffic; contacts appropriate landfill personnel and advises waste haulers of non-compliant loads, when necessary; coordinates site activity to ensure compliance with operating procedures during inclement weather conditions.

Performs related work as required.

### DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Considerable knowledge of the operation and maintenance requirements of heavy duty equipment used in the operation of a landfill facility.

Considerable knowledge of applicable safety measures and precautions used in heavy duty equipment operation.

Knowledge of proper waste compaction techniques, refuse cell construction and landfill sequencing practices.

Ability to safely operate heavy duty equipment in all weather conditions and in close proximity to vehicle and pedestrian traffic.

Ability to detect needed equipment repairs and to make necessary minor equipment adjustments.

Ability to communicate effectively both orally and in writing.

Ability to exercise independent judgment and make decisions within the framework of general operational procedures and local, State and Federal regulations.

Ability to establish and maintain effective working relationships with coworkers and the general public.

Skill in the operation of heavy duty equipment and related maintenance tools.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from a senior high school or equivalent and thorough experience in the operation of heavy duty equipment.

MINIMUM QUALIFICATIONS

Graduation from a junior high school or equivalent and ~~some~~ considerable experience in the operation of heavy duty equipment or any equivalent combination of training and experience which provides the desirable knowledge, abilities and skills.

NECESSARY SPECIAL REQUIREMENTS

Possession of a valid State of Nebraska driver's license when operating a motor vehicle is necessary to the satisfactory performance of assigned duties. The applicant must have a good driving record with no more than one (1) serious violation within the last three (3) year period.

Possession of a valid State of Nebraska Department of Health Asbestos Worker's Certificate for the handling of asbestos containing material is required for personnel responsible for directing and handling the placement, compaction and burying of asbestos-containing waste.

Approved by: \_\_\_\_\_  
Department Head

\_\_\_\_\_  
Personnel Director

4/97  
Revised ~~12/01~~ 6/10

## ASSISTANT SUPERINTENDENT - WASTEWATER COLLECTION

### NATURE OF WORK

This is responsible technical work supervising, coordinating and directing crews engaged in maintenance and cleaning activities of a sanitary sewer system with 900+ miles of collection system mains and 14 lift stations, including: jet flushing, root control through cutting or chemical treatment, TV inspection assistance, clearance of stoppages in the collection system, and construction of capital improvement projects.

Work involves responsibility for planning, assigning and supervising a number of crews engaged in sanitary sewer maintenance and cleaning activities. Work requires professional and technical knowledge of all phases of wastewater collection system pipelines, structures and pumping systems maintenance including methods, equipment, programs and personnel requirements. Work is usually performed with considerable independence as to methods and procedures of operation with assignments and general instructions being received from the Superintendent of Wastewater Collection. Work is reviewed in progress through operating reports and procedures and achievement of objectives, or is discussed in detail through conferences with the Superintendent of Wastewater Collection. Supervision is exercised over a group of skilled, semi-skilled and unskilled subordinates.

### EXAMPLES OF WORK PERFORMED

Assists in planning, assigning, coordinating and supervising maintenance activities on sanitary sewer pipelines, structures and appurtenances.

Travels to work locations on a regular and frequent basis to review and inspect maintenance work and construction of capital improvements programs, both in progress and on completion.

Assists in developing and monitoring employee technical skills, proficiency and safety training programs; performs personnel management responsibilities including employee performance evaluations.

Assists Superintendent of Wastewater Collection in the preparation and implementation of annual capital improvements program and annual budget for maintaining collection system and services; recommends capital equipment and material replacement needs for annual budget and six-year replacement programs; develops supporting documentation and cost estimates for budget requests.

Investigates and responds to requests, questions and complaints concerning sanitary sewer services and initiates proper corrective measures; coordinates and initiates assistance from Wastewater Collection construction crews, internal TV inspection crew and personnel as necessary and required for corrective maintenance.

Supervises and schedules maintenance of equipment; prepares purchase requests for necessary materials and equipment for maintenance of system; and monitors and controls budget expenditures.

Supervises field employees engaged in customer services problems, customer complaint investigation, jetting and flushing sewer mains and periodic maintenance of lift stations and other treatment facility structures.

Communicates and coordinates with contractors or their representatives in reference to sanitary sewer system repair, replacement and maintenance projects.

Assists in assigning service crews and equipment to assist internal TV inspection crew in day-to-day inspection activities; assists other sections within the Division or Department in completing special projects.

Provides guidance to project managers, construction observers, and contractors engaged in the construction of sanitary sewer systems and capital improvement projects funded by the Wastewater Division.

Assists other City departments with repair and maintenance activities.

Performs related work as required.

#### DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Thorough knowledge of the various services rendered to customers by large sanitary sewer collection systems.

Considerable knowledge of the principles and practices of sanitary sewer system maintenance repair and related construction techniques.

Considerable knowledge of the materials, equipment, procedure and methods used in sanitary sewer cleaning maintenance.

Considerable knowledge of the hazards and necessary safety precautions for performing sanitary sewer cleaning maintenance, including trench excavation safety and confined space entry methods and requirements.

Knowledge and understanding of computers and computerized collection system sewer records keeping systems.

Ability to develop and prepare clear and concise reports and maintain records of maintenance activities in written and computerized formats.

Ability to read engineering drawings and plans of sanitary sewer main network and proposed construction projects affecting system.

Ability to analyze administrative and technical problems and situations and to present appropriate facts and recommendations concisely in written and oral form.

Ability to interpret and apply rules, regulations and policies, and to make decisions in accordance with established precedents.

Ability to represent the owner in repair and maintenance projects.

Ability to understand and effectively carry out both verbal and written requests and orders of a complex nature.

Ability to establish and maintain effective working relationships with City officials, other Departments, contractors, co-workers and the general public.

Ability to plan, coordinate, assign and evaluate the work of skilled, semi-skilled and unskilled subordinates in complex and difficult work activities.

Ability to communicate effectively both orally and in writing.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from a senior high school or equivalent ~~plus supplemented by at least two years college level or technical school course work in construction technology, civil engineering, technology, environmental sciences, and~~ considerable experience in the operations, construction, repair and maintenance of large ~~sanitary sewer wastewater collection pumping systems, water distribution or other utility systems, and facilities and~~ plus supervisory experience in a supervisory capacity construction and maintenance.

MINIMUM QUALIFICATIONS

Graduation from a senior high school or equivalent plus considerable experience in the operations, construction, repair and maintenance of large ~~sanitary sewer wastewater collection~~ systems and facilities and some experience in a supervisory capacity; or any equivalent combination of training and experience which provides the desirable knowledge, abilities and skills.

NECESSARY SPECIAL REQUIREMENT

Possession of a valid State of Nebraska driver's license when operating a vehicle is necessary to the satisfactory performance of assigned duties.

Approved by: \_\_\_\_\_  
Personnel Director

\_\_\_\_\_  
Department Head

4/74  
~~Revised 11/95~~  
Revised & Title Change 05-06  
Revised 07/2010

PS5344

# MANAGEMENT PAY PLAN

Reflects 1.25% increase  
Effective August 19, 2010

CLASS CODE	CLASS TITLE	PAY RANGE	MINIMUM	MAXIMUM
0615	BENEFITS SPECIALIST	M01	24.401	40.857
0616	EMPLOYMENT MANAGER	M01	24.401	40.857
0617	PERSONNEL COORDINATOR	M02	30.316	50.762
0618	COMPENSATION MANAGER	M02	30.316	50.762
0620	PENSION OFFICER	M02	30.316	50.762
0633	EXECUTIVE ASSISTANT	M01	24.401	40.857
0705	ATTORNEY I	M01	24.401	40.857
0706	ATTORNEY II	M02	30.316	50.762
0707	SENIOR ATTORNEY	M03	34.720	58.138
0708	CHIEF ASSISTANT CITY ATTORNEY	M04	36.656	61.379
1127	CITY CONTROLLER	M03	34.720	58.138
1131	CITY CLERK	M02	30.316	50.762
1135	INTERNAL AUDITOR	M02	30.316	50.762
1140	CITY TREASURER	M03	34.720	58.138
1145	PUBLIC WORKS/UTILITIES BUSINESS MGR	M03	34.720	58.138
1166	BUDGET & ADMINISTRATIVE ANALYST	M01	24.401	40.857
1168	GRANTS ADMINISTRATOR	M01	24.401	40.857
1169	BUDGET OFFICER	M04	36.656	61.379
1310	PURCHASING AGENT	M03	34.720	58.138
1320	RISK MANAGER	M02	30.316	50.762
1322	CLAIMS & INSURANCE COORDINATOR	M01	24.401	40.857
1324	SAFETY & TRAINING COORDINATOR	M01	24.401	40.857
1326	WORKERS' COMPENSATION CLAIMS COOR	M01	24.401	40.857
1450	INFORMATION SERVICES MANAGER	M04	36.656	61.379
1451	SYSTEMS COORDINATOR	M03	34.720	58.138
1452	MICROCOMPUTER/NETWORK SUPPORT COOR	M03	34.720	58.138
1471	TECHNICAL SUPPORT/OPERATIONS COOR	M03	34.720	58.138
1472	TECHNICAL SUPPORT SPECIALIST II	M02	30.316	50.762
1480	SYSTEMS PROJECT SUPERVISOR	M02	30.316	50.762
1486	NETWORK SUPERVISOR	M02	30.316	50.762

# MANAGEMENT PAY PLAN

Reflects 1.25% increase  
Effective August 19, 2010

CLASS CODE	CLASS TITLE	PAY RANGE	MINIMUM	MAXIMUM
1497	MICROCOMPUTER SUPPORT SUPERVISOR	M02	30.316	50.762
1520	SYSTEM SUPERVISOR	M01	24.401	40.857
1522	GIS PROGRAM MANAGER	M02	30.316	50.762
1645	PUBLIC INFORMATION OFFICER	M01	24.401	40.857
2006	ASSOCIATE ENGINEER	M01	24.401	40.857
2007	ENGINEER	M01	24.401	40.857
2008	SENIOR ENGINEER	M02	30.316	50.762
2019	ENGINEERING SERVICES MANAGER	M02	30.316	50.762
2020	CITY ENGINEER	M04	36.656	61.379
2021	ASSISTANT CITY ENGINEER	M03	34.720	58.138
2023	PW LIAISON & COMPLIANCE ADMINISTRATOR	M02	30.316	50.762
2025	PUBLIC UTILITIES ADMINISTRATOR	M04	36.656	61.379
2028	PARKING MANAGER	M01	24.401	40.857
2031	UTILITIES SECURITY MANAGER	M01	24.401	40.857
2033	PUBLIC UTILITIES COORDINATOR	M03	34.720	58.138
2036	SANITARY ENGINEER	M02	30.316	50.762
2048	ANTELOPE VALLEY PROJECT MANAGER	M03	34.720	58.138
2051	TRAFFIC ENGINEER	M03	34.720	58.138
2113	PRINCIPAL PLANNER	M02	30.316	50.762
2114	ASST PLANNING DIRECTOR	M04	36.656	61.379
2207	ASST DIRECTOR OF URBAN DEVELOPMENT	M03	34.720	58.138
2209	URBAN DEVELOPMENT MANAGER	M02	30.316	50.762
2250	EQUAL OPPORTUNITY OFFICER	M01	24.401	40.857
3002	ASSISTANT FIRE CHIEF	M04	36.656	61.379
3008	BATTALION CHIEF	M56	21.654	36.258
3016	CHIEF FIRE PREVENTION INSPECTOR	M02	30.316	50.762
3019	DIVISION CHIEF OF TRAINING	M02	30.316	50.762
3024	DIVISION CHIEF OF MAINTENANCE	M02	30.316	50.762
3123	POLICE CAPTAIN	M02	30.316	50.762
3125	ASSISTANT CHIEF OF POLICE	M04	36.656	61.379

# MANAGEMENT PAY PLAN

Reflects 1.25% increase  
Effective August 19, 2010

CLASS CODE	CLASS TITLE	PAY RANGE	MINIMUM	MAXIMUM
3136	FORENSIC LAB MANAGER	M01	24.401	40.857
3161	COMMUNICATIONS COORDINATOR	M02	30.316	50.762
3239	BUILDING & SAFETY MANAGER	M03	34.720	58.138
3602	ASSISTANT HEALTH DIRECTOR	M04	36.656	61.379
3604	RESOURCE & PROGRAM DEVELOP COOR	M02	30.316	50.762
3607	HEALTH DATA & EVALUATION MANAGER	M02	30.316	50.762
3608	INFORMATION & FISCAL SERVICES MANAGER	M01	24.401	40.857
3612	DENTAL DIVISION MANAGER	M01	24.401	40.857
3654	ENVIRONMENTAL HEALTH MANAGER	M03	34.720	58.138
3669	COMMUNITY HEALTH SERVICES MANAGER	M02	30.316	50.762
3685	PUBLIC HEALTH EDUCATION MANAGER	M02	30.316	50.762
3693	ANIMAL CONTROL MANAGER	M01	24.401	40.857
4015	RECREATION MANAGER	M02	30.316	50.762
4130	ASSISTANT LIBRARY DIRECTOR	M02	30.316	50.762
5015	PUBLIC WORKS MAINTENANCE COOR	M02	30.316	50.762
5018	SUPT OF SOLID WASTE OPERATIONS	M02	30.316	50.762
5310	SUPT OF WPC FACILITIES	M02	30.316	50.762
5315	FACILITIES MAINTENANCE COORDINATOR	M01	24.401	40.857
5343	SUPT OF WASTEWATER COLLECTION	M02	30.316	50.762
5350	SUPT OF WATER PRODUCTION & TREATMENT	M02	30.316	50.762
5351	SUPT OF WATER DISTRIBUTION	M02	30.316	50.762
5501	NATURAL RESOURCES MANAGER	M01	24.401	40.857
5519	CITY FORESTER	M01	24.401	40.857
5525	GOLF MANAGER	M01	24.401	40.857
5529	PLANNING & CONSTRUCTION MANAGER	M01	24.401	40.857
5531	ASST DIRECTOR OF PARKS & RECREATION	M03	34.720	58.138
5600	TRANSIT MANAGER	M03	34.720	58.138

# MANAGEMENT - M RANGES

Reflects 1.25% increase  
Effective August 19, 2010

PAY RANGE		MINIMUM	MAXIMUM
M01	Annual	50,754.08	84,982.56
	Monthly	4,229.51	7,081.88
	Biweekly	1,952.08	3,268.56
	Hourly	24.401	40.857
M02	Annual	63,057.28	105,584.96
	Monthly	5,254.77	8,798.75
	Biweekly	2,425.28	4,060.96
	Hourly	30.316	50.762
M03	Annual	72,217.60	120,927.04
	Monthly	6,018.13	10,077.25
	Biweekly	2,777.60	4,651.04
	Hourly	34.720	58.138
M04	Annual	76,244.48	127,668.32
	Monthly	6,353.71	10,639.03
	Biweekly	2,932.48	4,910.32
	Hourly	36.656	61.379
M56	Annual	63,056.45	105,583.30
	Monthly	5,254.70	8,798.61
	Biweekly	2,425.25	4,060.90
	Hourly	21.654	36.258