File #:	22-161	**Version:**	1	**Name:**	Extension of Eligible List for Stores Specialist
Type:	Minute Order			**Status:**	Consent Agenda
File created:	8/5/2021			**In control:**	CIVIL SERVICE COMMISSION
On agenda:	9/1/2021			**Final action:**	
Title:	Extension of Eligible List: Stores Specialist (Promotional)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result

Extension of Eligible List: Stores Specialist (Promotional)

Meeting Date: September 1, 2021

Contact Person/Dept: Ofelia Garcia / Administrative Services

Phone Number: (310)253-5640

Fiscal Impact: Yes [] No [X] **General Fund:** Yes [] No []

Public Hearing: [] **Action Item:** [] **Attachments:** []

Public Notification: (Email) Meetings and Agendas - Civil Service Commission (08/26/21); (Email) All City Staff (08/26/21)

Department Approval: Serena Wright-Black, Assistant City Manager (08/19/21)

RECOMMENDATION

Staff recommends that the Civil Service Commission extend the Eligible List for Stores Specialist (Promotional).

BACKGROUND/DISCUSSION

The Human Resources Division of the Administrative Services Department, in concurrence with the affected department, requests that the following eligible list be extended for up to one additional year from the original expiration date.

	Department/Division Name List Title	Date Established – Expires	Date Extended Through
1.	Finance **STORES SPECIALIST (PROMOTIONAL) - #00185**	09/08/2020 – 09/08/2021	09/08/2022
	Number of Eligible Candidates:	4	1

AUTHORITY

The Civil Service Commission has the authority to extend an eligible list in accordance with Civil Service Rule 7.5, as set forth below:

7.5 Duration of Eligible Lists: Each certified eligible list shall be valid for use for a period of one (1) year, unless exhausted sooner. The eligible list may be extended for up to one (1) additional year by Commission approval. The extended eligible list shall be valid until a new list is established for the same classification or the current Certification of Eligible List is exhausted, whichever occurs first, except as set forth below.

MOTION

That the Civil Service Commission:

Extend the Eligible List for Stores Specialist (Promotional).

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