



# City of Culver City

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## Staff Report

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**File #:** 19-653, **Version:** 1

**Item #:** C-2

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**Extension of Eligible Lists: Environmental Compliance Inspector; Sewer Lift Station Electro Mechanic; and Subdrain Worker**

**Meeting Date:** January 2, 2019

**Contact Person/Dept:** Ofelia Garcia/Administrative Services Department

**Phone Number:** (310)253-5640

**Fiscal Impact:** Yes ☐ No ☒

**General Fund:** Yes ☐ No ☐

**Public Hearing:** ☐ **Action Item:** ☐ **Attachments:** ☐

**Public Notification:** (Email) Meetings and Agendas - Civil Service Commission (12/28/18); (Email) All City Staff (12/28/18)

**Department Approval:** Serena Wright-Black, Assistant City Manager (12/13/18)

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### **RECOMMENDATION**

Staff recommends that the Civil Service Commission extend the Eligible Lists for Environmental Compliance Inspector, Sewer Lift Station Electro Mechanic, and Subdrain Worker.

### **BACKGROUND/DISCUSSION**

The Human Resources Division of the Administrative Services Department, in concurrence with the affected departments, requests that the following eligible lists 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.	Public Works/Environmental Programs and Operations <b>ENVIRONMENTAL COMPLIANCE INSPECTOR - 1651</b>  Number of Eligible Candidates:	01/16/2018 – 01/16/2019  6	01/16/2020  5
2.	Public Works/Maintenance Operations <b>SEWER LIFT STATION ELECTRO MECHANIC - 1636</b>  Number of Eligible Candidates:	01/10/2018 – 01/10/2019  2	01/10/2020  1
3.	Public Works/Maintenance Operations <b>SUBDRAIN WORKER - 1636</b>  Number of Eligible Candidates:	01/09/2018 – 01/09/2019  3	01/09/2020  2

## **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:

1. Extend the Eligible Lists for Environmental Compliance Inspector, Sewer Lift Station Electro Mechanic, and Subdrain Worker.