



Agenda Report

18-574

Agenda Date: 5/14/2018

REPORT TO CIVIL SERVICE COMMISSION

SUBJECT

Request to Extend Eligible List for Equipment Operator

BACKGROUND

The current eligible list for Equipment Operator was established on July 7, 2017 and is set to expire on July 7, 2018. Attached is a memorandum from the Water and Sewer Utilities Department requesting that the Equipment Operator eligible list be extended for another six months to January 7, 2019.

DISCUSSION

The Water and Sewer Utilities Department anticipates future openings and would like to be able to quickly fill their positions with candidates from the existing list. Extending the eligible list will allow the Water and Sewer Utilities Department to hire off of the list with 4 qualified candidates while avoiding the expense and time needed to conduct another recruitment.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

FISCAL IMPACT

There is no fiscal impact to revising the job specification, examination weighting and recruitment type other than staff time.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Staff recommends the Civil Service Commission approve the request to extend the eligible list for Equipment Operator by six months to January 7, 2019.

Reviewed by: Vanessa Guerra, HR Division Manager

Approved by: Julia Hill, Interim Director, Human Resources

ATTACHMENTS

1. Equipment Operator Eligible List Memorandum