
Civil Service Rule II – Classification of Positions

SECTION 206 – CAREER ADVANCEMENT: In an effort to provide for the recruitment, advancement and retention of capable employees, it shall be the policy of the Civil Service Commission to provide for appropriate classifications to implement “career advancement” training programs.

Through the career advancement program, when vacancies occur at or below journey-level in a career advanceable series, the Personnel Director shall have the authority to recruit and underfill the position at any of the lower level classes within the series. Upon gaining the experience and skills required for advancement, an incumbent underfilling a position shall become eligible for promotion to the higher levels in the series in succession until reaching the classified level of the position.

The career advancement program and applicable procedure will apply only to recognized career advancement classifications listed in the Addendum to this section of the Civil Service Rules.
(10/06/09)

ADDENDUM TO CIVIL SERVICE RULE II SECTION 206A – CAREER ADVANCEMENT CAREER ADVANCEABLE SERIES

Entry Level Classification

Promotional Opportunity

Engineering

Junior Engineer – Civil



Assistant Engineer – Civil

Fire

Fire Inspector I



Fire Inspector II

Fiscal

Accountant Trainee



Accountant

Payroll Technician I



Payroll Technician II

Inspection

Code Conformance Officer I



Code Conformance Officer II

Management

Management Analyst Trainee



Management Analyst I/II

Police

Part-Time Call Taker



Part-Time Police Dispatcher