



Gavin Newsom
Mayor

Micki Callahan
Human Resources Director

**NOTICE OF FINAL ACTION TAKEN BY THE
HUMAN RESOURCES DIRECTOR**

Date: November 23, 2010

Re: **Notice of Proposed Classification Actions –Final Notice No. 22 FY 2010/2011 (copy attached)**

In the absence of requests to meet addressed to the Human Resources Director, the classification actions contained in the above referenced notice became effective November 23, 2010.

Micki Callahan
Human Resources Director

by:

A handwritten signature in black ink, appearing to be "Steve Ponder", written over a horizontal line.

Steve Ponder
Classification and Compensation Manager
Human Resources

cc: All Employee Organizations
All Departmental Personnel Officers
Micki Callahan, DHR
Martin Gran, DHR
Carmela Villasica, DHR
Linda Cosico, DHR
Christina Fong, DHR
Rich David, DHR
Anita Sanchez, CSC
Debra Nebreda, CON
Tinhha Luong, CON
Maria Newport, SFERS
Clare Leung, MTA
RAS Team Leader(s)
DHR Support Services
E-File

**NOTICE OF PROPOSED CLASSIFICATION ACTIONS BY
THE HUMAN RESOURCES DIRECTOR**

The following actions are being posted in accordance with Rule 109. In the absence of requests to meet addressed to the Human Resources Director, the proposed changes will become final seven (7) calendar days from the posting date.

Posting No: 22
Fiscal Year: 2010/2011
Posted Date: November 16, 2010

ABOLISH THE FOLLOWING JOB CODE(S):

Item #	Class/Title
1	1506 Confidential Secretary to Sheriff
Item #	Class/Title
2	1518 Confidential Secretary to Assessor
Item #	Class/Title
3	1546 Secretary, Commission on the Aging
Item #	Class/Title
4	1720 Data Entry Operator
Item #	Class/Title
5	1727 Supervising Data Entry Operator
Item #	Class/Title
6	1734 Computer Operator I
Item #	Class/Title
7	1739 Computer Operations Supervisor II
Item #	Class/Title
8	1817 Procedural Writer

Posting No: 22
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Item #	Class/Title
9	1853 Control Clerk, EDP

Item #	Class/Title
10	1855 Senior Control Clerk, EDP

Item #	Class/Title
11	1948 Coding Supervisor, Purchasing Dept

Item #	Class/Title
12	5646 Environmental Program Manager I

Item #	Class/Title
13	6218 Weights & Measures/Agricultural Trainee

Item #	Class/Title
14	8229 Associate Director of Museum Security Services

Item #	Class/Title
15	8280 Environmental Control Officer

Item #	Class/Title
16	8282 Senior Environmental Control Officer

For additional information regarding the above proposed action, please contact Carmela Villasica at (415) 557-4928 or email her at Carmela.Villasica@sfgov.org.

Posting No: 22
Fiscal Year: 2010/2011
Posted Date: November 16, 2010

Requests to meet on an item should be addressed to the Human Resources Director, 1 South Van Ness, 4th Floor, San Francisco, CA 94103. All requests must be received in writing no later than close of business seven (7) calendar days from the posting date. FAX'd copies will be accepted as timely with original to follow. Copies of this notice may be obtained from the Information Center, 1 South Van Ness, 4th Floor or from DHR's website at:

<http://sfdhr.org/index.aspx?page=109>

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Suzanne Wong, MTA
File