

City and County of San Francisco
Micki Callahan
Human Resources Director



Department of Human Resources
Connecting People with Purpose
www.sfdhr.org

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

Date: July 17, 2020

Re: **Notice of Proposed Classification Actions – Final Notice No. 01 FY 2020/2021
(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 July 17, 2020.

Micki Callahan
Human Resources Director

by:

Steve Ponder
Classification and Compensation Director
Human Resources

cc: All Employee Organizations
All Departmental Personnel Officers
DHR – Class and Comp Unit
DHR – Client Services Unit
DHR – Employee Relations Unit
DHR – Recruitment and Assessment Unit
DHR – Client Services Operations
Micki Callahan, DHR
Sandra Eng, CSC
Sue Hwang, SFERS
Theresa Kao, Controller/ Budget Division
E-File

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

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

Posting No: 01
Fiscal Year: 2020/2021
Posted Date: 07/09/2020
Reposted Date:

ABOLISH THE FOLLOWING JOB SPECIFICATION(S):

<u>Item #</u>	<u>Job Code</u>	<u>Title</u>	<u>Business Units</u>
1	1011	IS Tech. Asst.	COMMN/SFMTA
2	1023	IS Admin. III	COMMN/SFMTA
3	1160	Exec. Asst., AIR	All
4	1163	Exec. Asst., DPH	All
5	1422	Jr. Clerk Typist	COMMN/SFMTA
6	1849	Prog. Mgr., Bus. and Econ. Dev.	All
7	2340	Operating Room Nurse	All
8	2440	Vet. Lab. Tech.	All
9	2912	Sr. Social Worker	All
10	3214	Sr. Swimming Instructor	All
11	3406	Land Use Aide	All
12	3480	Farmers Market Manager	All
13	3502	Museum Exhibit Packer and	All
14	4202	Repairer Assessment Clerk	All
15	5301	Mgr., Traffic Paining Program	All
16	7302	Audio-Visual Equip. Tech	COMMN/SFMTA
17	7361	Plaster	All
18	7450	Shade and Drapery Worker	COMMN/SFMTA
19	8116	Legislative Calendar Clerk	All
20	8237	Public Safety Comm. Tech.	All
21	9377	Feasibility Analyst, Port	All
22	9382	Gov. and Public Affairs Mgr.	All

Protests on an item should be addressed to the Human Resources Director and can be submitted by mail to the City and County of San Francisco, Department of Human Resources, 1 South Van Ness Ave, 4th Floor, San Francisco, CA 94103 or by email to DHR.ClassificationActionPostings@sfgov.org. All protests must be received in writing no later than close of business seven (7) calendar days from the posting date, and must include the posting and item number(s), the basis on which the protest is submitted and identify the affected parties.

Copies of this notice may be obtained from the Department of Human Resources or from the website at: <http://sfdhr.org/index.aspx?page=109>. Copies of Civil Service Rule 109 may be obtained from the Department of Human Resources, the office of the Civil Service Commission at 25 Van Ness Ave, Suite 720, San Francisco, CA 94102 or from the website at: [Rule 109 Position Classification and Related Rules | Civil Service Commission](#).

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