

CIVIL SERVICE COMMISSION CITY AND COUNTY OF SAN FRANCISCO

CIVIL SERVICE COMMISSION REPORT TRANSMITTAL (FORM 22)

Civil Service Con	mission Register Number:				
For Civil Service	Commission Meeting of: March 3, 2014				
Check One:	Ratification Agenda				
	Consent Agenda <u>x</u>				
	Regular Agenda				
Subject: SFMTA	Provisional Appointment Report				
Recommendation: Adopt Report					
Report prepared l	y: <u>Clare Leung</u> Telephone number: 701-5062				
Notifications:	(Attach a list of the person(s) to be notified in the format described in IV. Commission Report Format -A)				
Reviewed and ap	proved for Civil Service Commission Agenda:				
SFMTA Directo	Human Resources: AMULE Ellison By: Donald E. Ellison				
	Date: 2/3/14				
•	al time-stamped copy of this form and person(s) to be notified along with the required copies of the report to:				
**************************************	Officer ice Commission				
	For Civil Service (Check One: Subject: SFMTA Recommendation: Report prepared by Notifications: Reviewed and app SFMTA Director, Submit the origina (see Item 7 above) Executive				

10. Receipt-stamp this form in the ACSC RECEIPT STAMP box to the right using the time-stamp in the CSC Office.

25 Van Ness Avenue, Suite 720

San Francisco, CA 94102

Attachment CSC-22MTA (9/00)

TOTAL SENTING COLLING SENTING COLLING COLLING COMMISSION EXCOUNTS COLLING COLL



Edwin M. Lee, Mayor

Tom Nolan, *Chairman* Malcolm Heinicke, *Director* Joël Ramos, *Director* Cheryl Brinkman, Vice-Chairman Jerry Lee, *Director* Cristina Rubke, *Director*

Edward D. Reiskin, Director of Transportation

MEMORANDUM

DATE:

February 3, 2014

TO:

Honorable Civil Service Commission

THROUGH:

Donald E. Ellison 5

Director, Human Resources

FROM:

Clare Leung/Ul

Recruitment Manager

SUBJECT:

Provisional Appointment Report

Attached for your review is a summary report of provisional appointments in San Francisco Municipal Transportation Agency (SFMTA) "service critical" tested classes reflecting provisional employment through December 31, 2013. Also, attached is a graph which reflects the total number of provisional appointments for the last three fiscal years, in addition to the numbers for the current report period.

The total number of provisional appointments in "service critical" classes is twenty-seven (27), a decrease of five (5) since our last report.

Seven of the twenty-seven provisional appointments are in citywide job classifications. Our focus remains on establishing eligible lists for SFMTA-specific job classifications to minimize provisional appointments in those classes.

Eighteen (18) permanent civil service examinations are in various stages of progress. We adopted tentative eligible lists for Class 1937 Supervising Parts Storekeeper and Class 7332 Maintenance Machinist on 11/26/2013 and 1/28/2014 respectively. We have posted fifteen (15) eligible lists from June through December 2013.

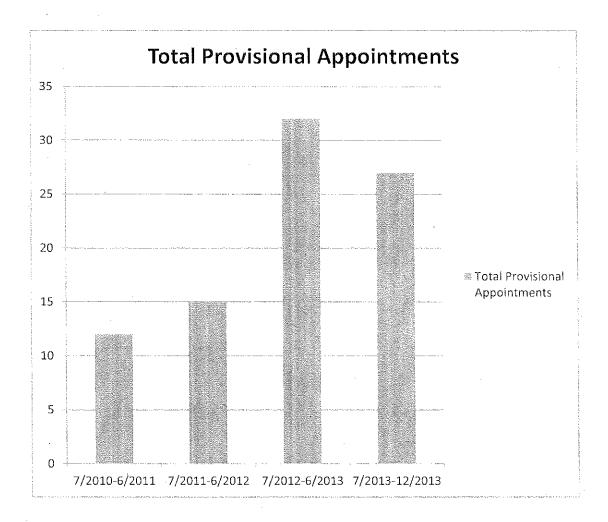
Provisional Appointments Summary Report For Tested Classes at SFMTA

Service Critical Positions

SFMTA Provisional Appointments as of December 31, 2013

		less than	agin in an an			more	Total
		6	6 to 12	13 to 24	25 to 35	than 36	Class
CLASS	SANTA CARANTELES AND	months	months	months	months	months	Count
	Supervising Parts						
1937	Storekeeper				1		1
1950	Assistant Purchaser			3			3
7332	Maintenance Machinist				4		4
	Electrical Transit						
7380	Mechanic Asst. Supervisor	2	7				9
7390	Welder			4			4
	Wire Rope Cable						
7472	Maintenance Mechanic		1	2			3
						-	
9122	Transit Information Clerk		1				1
9506	Sr. Permit & Citation Clerk		2				2
							, .
	Total	2	11	9	5	0	27

Provisonal Appointments for Tested Classes at SFMTA Service Critical Positions For the Reporting Period from 7/1/2013 to 12/31/2013



	Total Provisional
Time Period	Appointments
7/2010-6/2011	12
7/2011-6/2012	15
7/2012-6/2013	32
7/2013-12/2013	27