



SFMTA
Municipal
Transportation
Agency

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Cristina Rubke, *Director*

MEMORANDUM

DATE: February 3, 2014

TO: Honorable Civil Service Commission

THROUGH: Donald E. Ellison, *[Signature]*
Director, Human Resources

FROM: Clare Leung, *[Signature]*
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

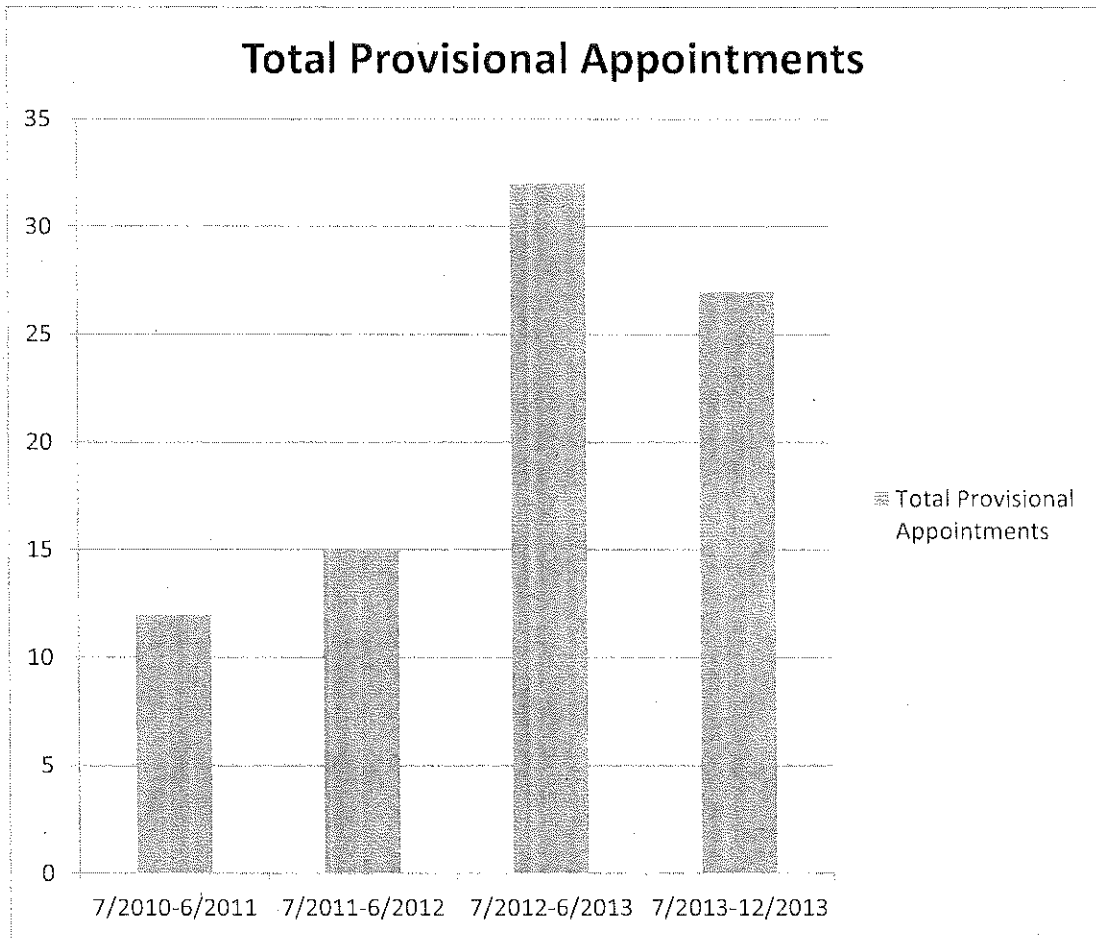
For Tested Classes at SFMTA

Service Critical Positions

SFMTA Provisional Appointments as of December 31, 2013

CLASS	TITLE	less than 6 months	6 to 12 months	13 to 24 months	25 to 35 months	more than 36 months	Total Class Count
1937	Supervising Parts Storekeeper				1		1
1950	Assistant Purchaser			3			3
7332	Maintenance Machinist				4		4
7380	Electrical Transit Mechanic Asst. Supervisor	2	7				9
7390	Welder			4			4
7472	Wire Rope Cable 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

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



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