



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date: 10/5/2021

Item Creation Date:

Master Classification Plan - Amend Ord. 2021-674

Agenda Item#: 15.

**Background:**

The Human Resources Department recommends the following revisions to the civilian Master Classification Listing by changing the job titles of 5 job classifications, adding 11 new job classifications and deleting 2 classifications. We ask Council to approve these changes in the interests of updating our classification and compensation programs to better support departmental operations. No positions will be added as a result of these changes. No additional budget costs will be incurred. This RCA is for the purpose of establishing the titles as authorized classifications. Use of these titles in the future for budgeted positions will be subject to separate review.

These revisions can be found on Exhibit A of the ordinance.

Funding for the item is included in the FY 2022 Adopted Budget. Therefore, no fiscal note is required as stated in the Financial Policies.

**A. Change job titles**

<u>Current Job Title</u>	<u>Proposed New Title</u>	<u>Same Pay Grade</u>
EAP Counselor	Senior EAP Counselor	24
Public Works Operations Supervisor	Houston Water Operations Supervisor	19
Public Works Operations Section Chief	Houston Water Operations Section Chief	22
Assistant Public Works Operations Manager	Assistant Houston Water Operations Manager	26
Public Works Operations Manager	Houston Water Operations Manager	29

**B. Add job classifications**

<u>Proposed Job Title</u>	<u>Proposed Pay Grade</u>
Compensation Analyst	24
Senior Compensation Analyst	26
Lead Compensation Analyst	28
Lead Aircraft Mechanic	23
Media Representative (Exe Level)	22
Houston Water Operations Technician I	11
Houston Water Operations Technician II	16
Sideloader Operator Trainee	6
Water Service Technician I	11
Water Service Technician II	15
Water Service Technician Supervisor	18

**C. Delete/Delimit Classifications**

<u>Job Title</u>	<u>Proposed Action</u>
Legal Secretary	Delimit
Laundry Worker	Delimit

DocuSigned by:  
  
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 Jane Cheeks  
 Human Resources Director

**Prior Council Action:**

Ord. 98-834 as amended by Ord. 2021-674

**Contact Information:**

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