



City of Annapolis

160 Duke Of Gloucester
Street
Annapolis, MD 21401

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Resolution: R-49-20

File Number: R-49-20

Position Classifications - Amendment - For the purpose of amending the Fiscal Year 2021 position classifications.

**CITY COUNCIL OF THE
City of Annapolis**

Resolution 49-20

Introduced by: Mayor Buckley

A RESOLUTION concerning

Position Classifications - Amendment

FOR the purpose of amending the Fiscal Year 2021 position classifications.

WHEREAS, Section 3.12.020 A. of the City Code, states that the City Council “in conjunction with the adoption of the annual operating budget and whenever deemed necessary, shall consider the recommendations of the Civil Service Board on requests for the creation of new positions, the abolishment of positions, and the classification and reclassification of existing positions”; and

WHEREAS, on December 17, 2019, the Civil Service Board recommended creating a new position “Police Administrative Manager” at pay grade 15; and

WHEREAS, the Amended FY 2021 position classifications are attached to this Resolution for adoption by the City Council.

NOW, THEREFORE,

BE IT RESOLVED BY THE ANNAPOLIS CITY COUNCIL that the Fiscal Year 2021 position classifications are amended and adopted as attached.

AND BE IT FURTHER RESOLVED BY THE ANNAPOLIS CITY COUNCIL that this Resolution shall take effect upon the date of its passage.

EXPLANATION

UPPERCASE indicates matter added.

~~Strikethrough~~ indicates matter stricken.

Underlining indicates amendments.

ADOPTED this 29th day of September, 2020.

Aye: 8 Mayor Buckley, Alderwoman Tierney, Alderman Paone,
Alderwoman Pindell Charles, Alderwoman Finlayson, Alderman
Savidge, Alderman Arnett and Alderman Gay


THE ANNAPOLIS
CITY COUNCIL



Gavin Buckley

Date 10/12/20

ATTEST



Regina C. Watkins-Eldridge, MMC

Date 10/12/20

FY2021 - Position Classifications and Grade Assignments

Job Class	Long Description	Grade
1001	OFFICE ASSOCIATE I	A02
1002	OFFICE ASSOCIATE II	A04
1004	POLICE RECORDS SPECIALIST	A06
1005	OFFICE ASSOCIATE III	A06
1006	OFFICE ASSOCIATE IV	A07
1008	ADMINISTRATIVE OFFICE ASSOCIATE	A09
1009	HUMAN RESOURCES ADMINISTRATOR	A16
1010	LEGAL ASSISTANT	A10
1011	BENEFITS ADMINISTRATOR	A15
1013	PERMITS ADMINISTRATOR	A10
1014	CITY CLERK	A16
1015	DEPUTY CITY CLERK	A10
1016	PUBLIC WORKS COMMUNICATIONS OPERATOR	A07
1018	FIRE ADMINISTRATIVE OFFICER	A14
1019	LEGISLATIVE AND POLICY ANALYST	A14
1020	FIRE ADMINISTRATIVE SUPPORT ANALYST	A10
1021	EMERGENCY MANAGEMENT GRANT COORDINATOR	A08
1023	HISTORIC PRESERVATION ASST	A11
1024	WARRANT CONTROL CLERK	A05
1026	HUMAN RESOURCES OFFICE ADMINISTRATOR	A10
1028	PERMITS ASSOCIATE	A07
1029	ADMINISTRATIVE ASSISTANT	A08
1035	HUMAN RESOURCES ASSOCIATE	A08
1101	MIT ANALYST	A16
1104	MIT SPECIALIST	A12
1105	MIT WEB DEVELOPER	A13
1106	MIT NETWORK ENGINEER	A15
1112	MIT ADMINISTRATIVE SUPPORT ANALYST	A10
1113	GIS COORDINATOR	A15
1114	GIS TECHNICIAN	A11
1201	PROCUREMENT OFFICER	A18
1202	SENIOR BUYER	A13
1203	BUYER	A09
1204	SENIOR PURCHASING CLERK	A08
1205	POLICE ADMINISTRATIVE CLERK	A09
1207	FACILITIES MAINTENANCE SUPERVISOR	A13
1302	ASSISTANT FINANCE DIRECTOR	A18
1304	SENIOR ACCOUNTANT	A15
1306	ACCOUNTING ASSOCIATE I	A07
1307	ACCOUNTING ASSOCIATE II	A08
1308	ACCOUNTING ASSOCIATE III	A09
1309	ACCOUNTANT	A13
1311	FINANCE OFFICE ADMINISTRATOR	A10
1312	FINANCE OFFICE MANAGER	A13
1321	RISK MANAGEMENT PROGRAM ADMINISTRATOR	A14
1517	DEVELOPMENT/EVENTS SPECIALIST	A12

1521	CITY COUNCIL ASSOCIATE	A10
1531	SMALL AND MINORITY BUSINESS ENTERPRISE LIAISON	A14
1600	DEPUTY DIRECTOR TRANSPORTATION	A18
1603	TRANSPORTATION SUPERVISOR	A10
1604	TRANSPORTATION SUPERINTENDENT	A14
1605	BUS DRIVER II	A07
1606	BUS DRIVER I	A05
1607	TRANSPORTATION COORDINATOR	A10
1608	TRANSPORTATION SPECIALIST	A13
1609	BUS DRIVER TRAINEE	A04
1610	FLEET MAINTENANCE SPECIALIST	A11
1611	FLEET MAINTENANCE TECHNICIAN I	A10
1612	FLEET MAINTENANCE TECHNICIAN II	A11
1613	FLEET MAINTENANCE SUPERVISOR	A12
1616	FLEET MAINTENANCE TECHNICIAN III	A12
1617	FLEET PARTS SPECIALIST	A09
2003	PARALEGAL	A10
4004	POLICE LIEUTENANT	P15
4005	POLICE SERGEANT	P13
4006	POLICE CORPORAL	P12
4007	POLICE OFFICER 1/C	P11
4009	POLICE OFFICER	P10
4011	PARKING ENFORCEMENT OFFICER I	A04
4013	POLICE COMMUNICATIONS OPERATOR II	A11
4014	POLICE COMMUNICATIONS OPERATOR I	A09
4016	POLICE PROPERTY COORDINATOR	A10
4017	POLICE PLANNING ANALYST	A10
4019	POLICE ID SPECIALIST	A08
4022	WARRANT CONTROL/RECORDS SUPERVISOR	A10
4025	EMERGENCY MANAGEMENT PLANNER	A13
4026	COMMUNITY SERVICES SUPERVISOR	A14
4027	SYSTEMS SUPPORT SPECIALIST	A12
4030	POLICE EXTERNAL AFFAIRS OFFICER	A15
4031	HISPANIC COMMUNITY LIAISON	A12
4032	ADMINISTRATIVE ENFORCEMENT ASSOCIATE	A08
4033	CRIME ANALYST	A12
4034	POLICE ADMINISTRATIVE MANAGER	A15
4104	FIRE BATTALION CHIEF	F17
4103	FIRE CAPTAIN	F16
4105	FIRE LIEUTENANT	F15
4108	FIRE APPARATUS MAINTENANCE SPECIALIST	A11
4109	FIRE ADMINISTRATIVE SPECIALIST	A12
4110	FIREFIGHTER I	F10
4111	FIREFIGHTER II	F10
4112	FIREFIGHTER I/II-EMT-I OR CRT	F11
4113	FIREFIGHTER II-TECHNICIAN	F11
4114	FIREFIGHTER III	F11
4115	FIREFIGHTER I/II EMT-P	F12

4116	FIREFIGHTER II-FIRE MARSHAL INSPECTOR	F12
4119	FIREFIGHTER III-EMT-I OR CRT	F12
4120	FIREFIGHTER III - TECHNICIAN	F12
4121	FIREFIGHTER 1/C	F13
4122	FIREFIGHTER III-EMT-P	F13
4124	FIREFIGHTER III-FIRE MARSHAL INVESTIGATOR	F13
4126	FIREFIGHTER 1/C ALS	F14
4127	FIREFIGHTER 1/C-FIRE MARSHAL INSPECTOR	F14
4128	FIREFIGHTER 1/C-FIRE MARSHAL INVSTIGATOR	F14
4129	FIREFIGHTER 1/C - INSTRUCTOR	F14
4200	DEPUTY DIRECTOR EMERGENCY PREPAREDNESS	A14
5002	CHIEF OF CURRENT PLANNING	A18
5003	CHIEF OF HISTORIC PRESERVATION	A17
5004	CHIEF OF COMPREHENSIVE PLANNING	A17
5005	SENIOR PLANNER	A15
5006	ZONING ENFORCEMENT OFFICER	A13
5007	PLANNER	A13
5008	COMMUNITY DEVELOPMENT ADMINISTRATOR	A17
5009	COMMUNITY DEVELOPMENT SPECIALIST	A13
5010	SENIOR COMPREHENSIVE PLANNER	A15
5011	SENIOR TRANSPORTATION PLANNER	A15
5012	PLANNING OFFICE ADMINISTRATOR	A10
5102	ASSISTANT DIRECTOR PUBLIC WORKS	A18
5103	PUBLIC WORKS BUREAU CHIEF-ENGINEERING	A18
5106	CAD TECHNICIAN	A11
5107	ENGINEERING TECHNICIAN III	A09
5108	ENGINEERING TECHNICIAN II	A08
5109	ENGINEERING TECHNICIAN IV	A10
5110	CIVIL ENGINEER II	A15
5111	CIVIL ENGINEER I	A13
5113	TRAFFIC ENGINEER	A15
5114	ASSISTANT TO PLANNING DIRECTOR	A15
5115	PUBLIC WORKS ANALYST	A15
5201	CHIEF OF CODE ENFORCEMENT	A17
5202	BUILDING INSPECTOR	A10
5203	SENIOR PROPERTY MAINTENANCE INSPECTOR	A12
5204	PROPERTY MAINTENANCE INSPECTOR	A09
5205	PLUMBING/UTILITY INSPECTOR	A12
5206	ENVIRONMENTAL PROGRAMS COORDINATOR	A12
5207	ELECTRICAL INSPECTOR	A12
5208	ARCHITECTURAL PLANS REVIEWER	A15
5209	PUBLIC WORKS INSPECTOR	A10
5210	ENVIRONMENTALIST	A12
5211	MECHANICAL INSPECTOR	A12
5212	FIRE SAFETY INSPECTOR	A09
5213	COMBINATION INSPECTOR	A13
5214	STORMWATER MANAGEMENT ENGINEER	A15
5215	ENVIRONMENTAL COMPLIANCE INSPECTOR	A10
6002	PARKS ADMINISTRATOR	A15

6003	RECREATION SPORTS SUPERVISOR	A12
6004	RECREATION LEADER I	A07
6005	RECREATION LEADER II	A08
6006	RECREATION PROGRAM SUPERVISOR	A14
6007	HORTICULTURIST	A13
6009	RECREATION OFFICE ADMINISTRATOR	A10
6010	PARK FOREMAN	A10
6011	PARKS MAINTENANCE WORKER I	A05
6013	DANCE & FITNESS COORDINATOR	A04
6014	RECREATION DIVISION CHIEF	A16
6015	PARKS DIVISION CHIEF	A16
6016	COMMUNITY CENTER MANAGER	A13
6017	COMMUNITY FITNESS & AQUATICS SUPERVISOR	A12
6100	FRONT DESK SUPERVISOR	A12
6200	MARKETING COORDINATOR	A11
6300	FACILITY SUPERVISOR	A12
6311	PARKS MAINTENANCE CREW LEADER	A07
7001	PW MAINTENANCE WORKER I	A04
7002	PW MAINTENANCE WORKER II	A05
7003	PARKS MAINTENANCE WORKER II	A06
7004	MASON I	A07
7005	MASON II	A08
7010	PUBLIC WORKS SUPERVISOR	A12
7012	CREW LEADER	A09
7014	TRAFFIC TECHNICIAN I	A06
7015	TRAFFIC TECHNICIAN II	A08
7016	TRAFFIC TECHNICIAN III	A10
7017	SOLID WASTE CONTRACT ADMINISTRATOR	A12
7101	PUBLIC WORKS SERVICE WORKER	A04
7104	SUPERINTENDENT-PUBLIC WORKS SERVICES	A16
7220	FLEET MANAGER	A16
7301	EQUIPMENT OPERATOR I	A06
7302	EQUIPMENT OPERATOR II	A07
7303	EQUIPMENT OPERATOR III	A08
7402	SUPERINTENDENT-PUBLIC WORKS UTILITIES	A16
7403	WATER PLANT SUPERINTENDENT	A16
7404	ASSISTANT WATER PLANT SUPERINTENDENT	A14
7405	UTILITY SUPERVISOR	A12
7406	INSTRUMENTATION TECHNICIAN	A10
7407	METER TECHNICIAN I	A06
7408	METER TECHNICIAN II	A07
7409	UTILITY MECHANIC II	A09
7410	WATER PLANT MECHANIC	A09
7411	UNDERGROUND UTILITY LOCATOR	A07
7412	WATER PLANT TECHNICIAN I	A07
7413	WATER PLANT TECHNICIAN II	A09
7414	WATER PLANT TECHNICIAN III	A11
7415	UTILITY MECHANIC III	A10
7416	ASSISTANT UTILITY SUPERINTENDENT	A14

7417	WATER PLANT OPERATOR IV	A11
7600	FACILITIES MAINTENANCE ENGINEER II	A12
7601	FACILITIES MAINTENANCE ENGINEER I	A11
7602	FACILITIES MAINTENANCE TECHNICIAN	A07
8001	HARBORMASTER	A18
8002	HARBORMASTER OFFICE ADMINISTRATOR	A10
8004	DEPUTY HARBORMASTER	A13

