



Civil Service Commission

SECTION XIX. BOARDS AND COMMISSIONS

G. Civil Service Commission. Council shall appoint a Civil Service Commission. The Commission shall keep minutes of its proceedings and records of its examinations, make investigations concerning the enforcement of the Civil Service provisions of this Charter and report annually to Council.

The Commission shall conduct practical and impartial examinations, provide a list of eligible employees and arrange for promotions within the Classified Service, which shall comprise all positions not specifically included by this Charter in the Unclassified Service.

The Unclassified Service shall include:

1. Officers elected by the people
2. The City Manager
3. Appointive positions, commissions and boards
4. Heads of departments, including the Police Chief and Fire Chief
5. Administrative assistants to appointive and elective officials, department heads and boards or commissions.
6. Temporary or part-time employees, except volunteer part-time firefighters and part-time police officers, provided that Council may, by Ordinance, designate part-time firefighters and part-time police officers as being part of the Unclassified Service.

The Classified Service shall comprise all positions not specifically included by this Charter in the Unclassified Service, and shall be divided into competitive and noncompetitive classes.

1. The competitive class shall include all positions and employments for which it is practicable to determine merit and fitness of applicants by competitive tests.



2. The noncompetitive class shall consist of all positions requiring peculiar and exceptional qualifications of a scientific, managerial, professional or educational character and as may be determined by the rules of the Commission, and unskilled labor.

(Amended November 4, 2014)