



Lisette Camilo
Commissioner

MEMORANDUM

Dawn M. Pinnock
Deputy Commissioner
Human Capital

To: All Interested Parties

From: Tanu Rupani
Director, Exam Development and Classification

The David N. Dinkins
Municipal Building
1 Centre Street
New York, NY 10007

Date: August 30, 2017

212 386 6367 tel
nyc.gov/dcas

Subject: Notice of Public Hearing on a proposal to amend the Classification of the Classified Service of the City of New York under the heading of NEW YORK CITY HOUSING AUTHORITY (996), by classifying new titles in the Exempt and the Non-Competitive Classes.

The Commissioner of the Department of Citywide Administrative Services has scheduled a Public Hearing to be held on September 19, 2017, at 10:00 AM, at 125 Worth Street, 2nd Floor Auditorium, New York, NY, 10013 on a proposal to amend the Classified Service of the City of New York.

We propose to classify the following non-managerial title, in the Exempt Class, subject to Rule XII:

XXXXX Chauffeur-Attendant (HA) (2 positions)

We propose to classify the following managerial titles, in the Non-Competitive Class, subject to Rule XII, Part I:

MXXXXX Special Assistant to the Executive Director (HA) (1 position)

MXXXXX Special Assistant to the Deputy Executive Director (HA)
(10 positions)

MXXXXX Director of Audit and Program Analysis (HA) (1 position)

We propose to classify the following non-managerial title, in the Non-Competitive Class, subject to Rule XII, Part I:

XXXXX Secretary to Member (HA) (3 positions)

We propose to classify the following non-managerial titles, in the Non-Competitive Class, subject to Rule XII, Part I:

XXXXX Secretary to Deputy Executive Director (HA) (9 positions)

XXXXX Secretary to Counsel (HA) (1 position)

XXXXX Secretary to Executive Director (HA) (1 position)

We propose to classify the following non-managerial title, in the Non-Competitive Class, subject to Rule XII, Part II:

XXXXX Interpreter/Translator (HA) (25 positions)

Management class of positions are paid in accordance with the Pay Plan for Management Employees. Salaries for these positions are set at a rate in accordance with duties and responsibilities (PPME).

Part I positions are designated as confidential or policy influencing under Rule 3.2.3 (b) of the Personnel Rules and Regulations of the City of New York and therefore are not covered by Section 75 of the Civil Service Law.

Part II positions are covered by Section 75 of the Civil Service Law Disciplinary procedures after 5 years of service.

Copies of the proposal memorandum, the proposed classification resolution, and the proposed class specification for the above title can be viewed on the DCAS Website at:

http://www.nyc.gov/html/dcas/html/work/Public_Hearing.shtml

Those wishing to testify should contact Sky Lindsay of my staff at (212) 386-1837, or slindsay@dcas.nyc.gov as soon as possible before September 19, 2017. Written statements may be submitted to the Department of Citywide Administrative Services, Classification and Compensation, 1 Centre Street- Room 1448 South, New York, NY 10007 and must be postmarked no later than September 22, 2017.



Accessibility Questions? Contact DCAS Accessibility at 212-386-0256, or accessibility@dcas.nyc.gov by September 12, 2017.

