



Memorandum

Human Resources Division

TO: Todd Rent, Chief Examiner
Civil Service Commission

FROM: Human Resources Staff

RE: Establish a Passing Score for the Mechanic/Certified Mechanic register

DATE: April 15, 2015

A. Summary

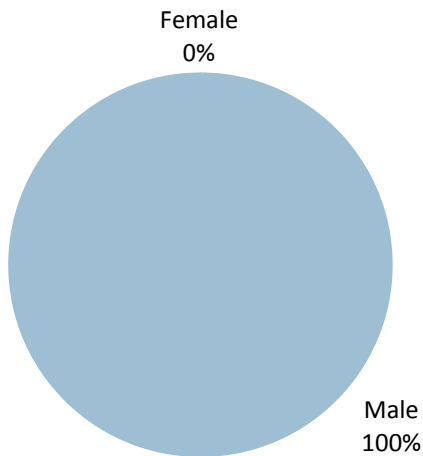
Staff recommends a passing score of based on the minimum qualification of having at least five years of professional, related experience. This would result in an eligibility register of 23 candidates.

B. Background

The position was open for applications from March 10 – April 10, 2015; in response, the City received 23 applications for the position. Applicant demographics are as follows:

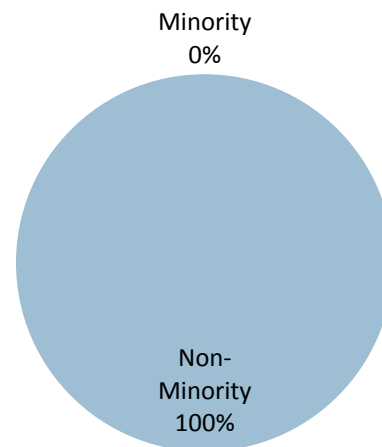
Figure 1

Applicants by Gender



Male	23	100%
Female	0	0%

Applicants by Race



Non-Minority	23	100%
Minority	0	0%

C. Passing Score and Recommendation

Given the potential duration of this register, staff recommends that all qualifying candidates be added to the eligibility register.