

TROY CIVIL SERVICE COMMISSION

Meeting Agenda

Tuesday, August 15, 2023

9:30 A.M.

Troy City Hall

433 River Street, Suite 5001

Troy, NY 12180

1. Consider the tabled minutes of the June 13, 2023, special meeting.
2. Consider the minutes of the July 18, 2023, meeting.
3. Review the open competitive exam announcement for Housing Compliance Clerk, #64008.
4. Review the open competitive exam announcement for Senior Data Entry Machine Operator, #62558.
5. Review the open competitive exam announcement for Assistant Water Plant Operator Trainee, #2303.
6. Review the promotional exam announcement for Senior Data Entry Machine Operator, #70120.
7. Review the open competitive exam announcement for Project Supervisor, Exam #60639.
8. Review the amended open competitive eligible list for four (4) years for Firefighter, Exam #66012.
9. Establish a promotional eligible list for four (4) years for Battalion Fire Chief, Exam #77933.
10. Establish an open competitive eligible list for four (4) years for Assistant to the Director of Facilities III, Exam #63244.
11. Consider an MSD-222 to establish one (1) new position, requested by the Troy Housing Authority to be titled Senior Affordable Housing Specialist.
12. Review and establish the job specification for Senior Affordable Housing Specialist.
13. Consider an MSD-222 to establish one (1) new position in the Public Utilities Unit, requested by the City of Troy Appointing Authority to be titled Supervisor of Water.
14. Review and establish the job specification for Supervisor of Water.
15. Consider an MSD-222 to establish one (1) new position in the Public Utilities Unit, requested by the City of Troy Appointing Authority to be titled Supervisor of Sewer.
16. Review and establish the job specification for Supervisor of Sewer.
17. Consider an MSD-222 to establish one (1) new position in the Public Utilities Unit, requested by the City of Troy Appointing Authority to be titled Supervisor of Water Plant Operations.

18. Review and establish the job specification for Supervisor of Water Plant Operations.
19. Consider a job title change from Public Housing Specialist and Public Housing Specialist (Spanish speaking) and Assistant Public Housing Specialist and Assistant Public Housing Specialist (Spanish speaking) to Affordable Housing Specialist and Affordable Housing Specialist (Spanish speaking) and Assistant Affordable Housing Specialist and Assistant Affordable Housing Specialist (Spanish speaking) respectively. The same job specifications will remain the same with a change in title only.
20. Review the job specification for Affordable Housing Specialist.
21. Review the job specification for Affordable Housing Specialist (Spanish speaking).
22. Review the job specification for Assistant Affordable Housing Specialist.
23. Review the job specification for Assistant Affordable Housing Specialist (Spanish speaking).
24. Consider a revision to the job specification for Superintendent of Public Utilities.