

# City of Cincinnati



Interdepartmental  
Correspondence Sheet

December 14, 2020

To: Members of the Budget and Finance Committee

**202002212**

From: Paula Boggs Muething, City Manager

Subject: Emergency Ordinance: New Classification and Salary Range for the  
Recycling Operations Technician

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Attached is an Emergency Ordinance captioned:

**ESTABLISHING** the classification and salary range schedule for the new employment classification of Recycling Operations Technician and enacting Section 322 of Division 0, Chapter 307 of the Cincinnati Municipal Code is consistent with the organizational changes described herein.

The Human Resources Director has approved the request for this ordinance to establish the salary range and classification title of the classification and salary range schedule for the new employment classification of Recycling Operations Technician. The Department of Human Resources has done its due diligence and conducted appropriate internal comparisons to ensure that the new classification and salary range is consistent with the scope of services and the level of responsibility of the position of Recycling Operations Technician, with factors considered throughout the evaluation process including liability, scope of responsibility, judgment and independent action, and accountability. The creation of this classification is necessary to fit the needs of the City, and ensure consistencies in the knowledge, skills, and abilities required to carry out the duties and tasks prescribed to the position; The duties are currently performed by a third party contractor. The creation of this classification is necessary to support the creation of new, existing, and ongoing recycling enhancement initiatives of departments and employees across various City agencies, and to support organizational efforts to restructure and align department and goals with the organizational mission.

cc: William M Brown, Human Resources Director