

City of Cincinnati

KMB

AWB

An Ordinance No. _____

- 2021

ESTABLISHING the classification and salary range schedule for the new employment classification of Housing Services Coordinator and enacting Section 336 of Division 0, Chapter 307 of the Cincinnati Municipal Code, in order to establish a new salary schedule for this classification and classification title, consistent with the organizational changes described herein.

WHEREAS, the Building and Inspections Department and the City's Department of Human Resources are recommending the establishment of a new classification and salary range schedule for Housing Services Coordinator in order to recruit and retain quality employees; and

WHEREAS, the Housing Services Coordinator classification specification is necessary to ensure consistencies in the knowledge, skills, and abilities required to carry out the duties and tasks prescribed to the position; and

WHEREAS, the Housing Services Coordinator position and salary range provide an opportunity to increase effectiveness in the services provided by the Building and Inspections Department to the citizens of Cincinnati while maintaining a standard of excellence and a clear pathway for continued growth and career progression for employees; and

WHEREAS, the Building and Inspections Department and the City's Department of Human Resources conducted a market analysis to further assess the compensation range against industry trends, and the research confirmed that adopting the new salary range and classification title for the position is consistent with the organizational changes described herein, and internal cost of living adjustment comparisons as approved by City Council; and

WHEREAS, the City's Department of Human Resources has done 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 Housing Services Coordinator, considering factors including liability, scope of responsibility, judgment and independent action, and accountability throughout the evaluation process; now, therefore,

BE IT ORDAINED by the Council of the City of Cincinnati, State of Ohio:

Section 1. That Section 336 of Division 0, Chapter 307 of the Cincinnati Municipal Code is hereby enacted as shown below:

Classification	Minimum Annual	Maximum Annual
Housing Services Coordinator	42,448.00	43,930.00

Section 2. That the proper City officials are hereby authorized to do all things necessary and proper to carry out the terms of Section 1 herein.

Section 3. That this ordinance shall take effect and be in force from and after the earliest period allowed by law.

Passed: _____, 2021

John Cranley, Mayor

Attest: _____
Clerk