

5.158 - CLASSES ELIGIBLE FOR IN-POSITION PROMOTION.**District Council 47.**

In-Position Promotions for the District Council 47 classes below will be in accordance with Civil Service Regulation 5.15.

Level 1	Level 2	Level 3	Level 4
Information Technology Trainee – 1E70	Programmer Analyst 1 – 1E75 (Systems Programming Specialty Only)	Systems Programmer – 1E62	Systems Programmer Project Specialist – 1E63
Information Technology Trainee – 1E70	Programmer Analyst 1 – 1E75	Programmer Analyst 2 – 1E76	Programmer Analyst 3 – 1E77
Accountant/Revenue Examiner/Contract Auditor Trainee – 2A05	Accountant 1 – 2A06	Financial Accountant – 2A09 (Finance Dept. Only)	Financial Accountant Specialist -2A04 (Finance Dept Only)
Accountant/Revenue Examiner/Contract Auditor Trainee – 2A05	Accountant 1 – 2A06	Senior Accountant – 2A19 (DHS, Streets & Airport Only)	None
Auditor Trainee – 2A40	Auditor 1 – 2A41	Auditor 2 – 2A42	None
Accountant/Revenue Examiner/Contract Auditor Trainee – 2A05	Contracts Auditor 1 – 2A65	Contracts Auditor 2 – 2A66	None
Accountant/Revenue Examiner/Contract Auditor Trainee – 2A05	Revenue Examiner 1 – 2B31	Revenue Examiner 2 – 2B32	None
Tax Analyst Trainee – 2B49	Tax Analyst 1 – 2B50	Tax Analyst 2 – 2B51	None
Administrative Technical Trainee – 2L04	Real Property Evaluator 1 – 2D16	Real Property Evaluator 2 – 2D17	None
Research and Information Analyst 1 – 2F21	Research and Information Analyst 2 – 2F22	None	None
Archivist 1 – 2G02	Archivist 2 – 2G03	None	None

Public Relations Specialist Trainee – 2J01	Public Relations Specialist 1 – 2J02	Public Relations Specialist 2 – 2J03	None
Administrative Technical Trainee – 2L04	Procurement Technician 1 – 2E02	Procurement Technician 2 – 2E03	None
Administrative Technical Trainee – 2L04	Minority Business Enterprise Specialist 1 – 2E32	Minority Business Enterprise Specialist 2 – 2E33	None
Administrative Technical Trainee – 2L04	Election/Public Integrity Compliance Specialist – 2M56	None	None
Administrative Technical Trainee – 2L04	Administrative Specialist 1 – Non-Confidential – 2L31	Administrative Specialist 2 – Non-Confidential – 2L32	None
Disease Surveillance Investigator 1- 4A08	Disease Surveillance Investigator 2- 4A09	None	None
Prosecution Assistant 1 – 2M88	Prosecution Assistant 2 – 2M89	None	None
Airport Operations Trainee – 2P01	Airport Properties Specialist 1 – 2P02	Airport Properties Specialist 2 – 2P03	None
Airport Operations Trainee – 2P01	Airport Assistant Operations Officer – 2P10	Airport Operations Officer – 2P11	None
Graduate Civil Engineer – 3B04	Civil Engineer 1 – 3B05	Civil Engineer 2 – 3B06	None
Streets Graduate Engineer – 3B07	Civil Engineer 1 – 3B05	Civil Engineer 2 – 3B06	None
Graduate Electrical Engineer – 3B10	Electrical Engineer 1 – 3B11	Electrical Engineer 2 – 3B12	None
Graduate Mechanical Engineer – 3B20	Mechanical Engineer 1 – 3B21	Mechanical Engineer 2 – 3B22	None
Graduate Environmental Engineer – 3B60	Environmental Engineer 1 – 3B61	Environmental Engineer 2 – 3B62	None

Architectural Projects Trainee – 3D01	Architectural Projects Coordinator 1 – 3D04	Architectural Projects Coordinator 2 – 3D05	None
City Planner Trainee – 3E01	City Planner 1 – 3E02	City Planner 2 – 3E03	None
Historic Preservation Planner 1 – 3E10	Historic Preservation Planner 2 – 3E11	None	None
Geographic Information Systems Specialist Trainee – 3E19	Geographic Information Systems Specialist 1 – 3E20	Geographic Information Systems Specialist 2 – 3E21	None
Graduate Environmental Scientist – 3H11	Environmental Scientist 1 – 3H12	Environmental Scientist 2 – 3H13	None
Graduate Chemist – 3H25	Analytical Chemist 1 – 3H26	Analytical Chemist 2 – 3H27	None
Forensic Scientist 1 – 3H48	Forensic Scientist 2 – 3H49	Forensic Scientist 3 – 3H72	None
Medical Technologist 1 – 3H67	Medical Technologist 2 – 3H66	None	None
Public Health Sanitarian – 4J41	Sanitarian Specialist – 4J45	None	None
Social Services Trainee – 5A03	Social Work Services Manager 1 – 5A06	Social Work Services Manager 2 – 5A07	None
Social Work Intern – 5A04	Social Work Services Manager 1 – 5A06	Social Work Services Manager 2 – 5A07	None
Social Work Services Trainee – 5A05	Social Work Services Manager 1 – 5A06	Social Work Services Manager 2 – 5A07	None
Social Work Services Trainee – 5A05	Health Services Social Worker 1 – 5A61	Health Services Social Worker 2 – 5A62	None
Human Relations Representative 1 – 5C31	Human Relations Representative 2 – 5C32	None	None

Mental Health Emergency Services Coordinator 1 – 5E06	Mental Health Emergency Services Coordinator 2 – 5E07	None	None
Health Education & Training Specialist 1 – 5G11	Health Education & Training Specialist 2 – 5G12	None	None
Criminal Investigative Research Analyst Trainee – 6C20	Criminal Investigative Research Analyst – 6C21	None	None
Junior Law Enforcement Analyst – 6C25	Law Enforcement Analyst – 6C26	None	None
Park Management Trainee – 7N50	Park Manager 1 – 7N51	Park Manager 2 – 7N52	None
Librarian 1 – 9B02	Librarian 2 – 9B03	None	None
Recreation Leader Trainee – 9D10	Recreation Leader 1 – 9D11	None	None

Regulation 9 to be amended as follows:

Regulation 9 - Examinations

9.018 - EXAMINATION RE-SCHEDULED DUE TO SPECIAL CIRCUMSTANCES. A candidate who is eligible but unable, for any of the reasons listed below, to take an examination as scheduled may be given an examination on an alternate date upon the approval of the Director.

- A. Error made by the Office of Human Resources in notifying a candidate to appear for the examination.
- B. Religious Observance: A candidate unable to take an examination when originally scheduled because of his or her religious observance may request administration of an examination on an alternate date by submitting a written statement on letterhead signed by the applicant's religious leader attesting that the applicant is a Sabbath observer and that it is contrary to the applicant's tenets to participate in an examination on the date the regular examination is scheduled. Candidates must submit a request to be re-scheduled prior to the originally scheduled examination date.
- C. Compulsory attendance as a juror or witness before a court or other public body or official having the power to compel attendance. Candidates must submit a request to be re-scheduled prior to the originally scheduled examination date.
- D. Active Service in the Uniformed Services: A candidate on active service in the Uniformed Services on the date of the regularly scheduled examination may take the examination on an alternate date within ninety (90) days after conclusion of duty in the Uniformed Services.
- E. Qualifying Life Event: A candidate unable to take an examination when originally scheduled because of a qualifying life event as determined by the Director may request administration of an examination on an alternate date. Qualifying life events may include changes in family status, including marriage, the birth or adoption of a child, or death of a family member or relative. Candidates must submit a request to be re-scheduled prior to the originally scheduled examination date.
- ~~D.F.~~ Emergency Medical Event: A candidate unable to take an examination when originally scheduled due to a severe or emergency medical event may request administration of examination on an alternate date.
- ~~E.G.~~ Other extraordinary circumstances or other situations determined by the Director to be for the good of the service.

Examinations will not be re-scheduled for any other reason.

Such candidate must submit a written request describing the reasons for their absence on the scheduled examination date, and provide documentary evidence which

demonstrates to the satisfaction of the Director that the candidate was unable to take the examination as scheduled.

Candidates approved to take an examination on an alternate date shall be given the same or an equivalent examination under substantially the same conditions and standards with comparable examination content and level of difficulty.

If successful in the examination, his or her name shall be placed on the eligible list in the order of examination score.