



MEMORANDUM

TO: Janet Graham, Commissioner
Department of Law

FROM: Alisha Lyle, Administrative Specialist
Division of Human Resources

DATE: October 28, 2016

RE: Summary of Personnel Actions for Resolutions
(Council Meeting – November 3, 2016)

The following have been approved by the Mayor and are hereby submitted for Council approval:

PROBATIONARY CLASSIFIED CIVIL SERVICE APPOINTMENTS

Angelia Dixon, Administrative Specialist Principal, Grade 518N, \$25.529 hourly in the Division of Streets & Roads, effective November 14, 2016.

Jamison McKinney, Maintenance Mechanic, Grade 515N, \$18.428 hourly in the Division of Water Quality, effective November 14, 2016.

PERMANENT CIVIL SERVICE APPOINTMENTS

Angel Clark, Staff Assistant Sr., Grade 510N, \$15.592 hourly in the Division of Code Enforcement, effective October 25, 2016.



Juan Lewis, Public Service Supervisor, Grade 514N, \$19.293 hourly in the Division of Family Services, effective October 25, 2016.

Austin Zahn, Public Service Worker, Grade 507N, \$12.892 hourly in the Division of Parks and Recreation, effective November 2, 2016.

Neville Smith, Producer, Grade 515N, \$19.401 hourly in the Division of Government Communications, effective October 18, 2016.

UNCLASSIFIED CIVIL SERVICE PAY INCREASES IN THE OFFICE OF THE MAYOR

Melissa McCartt-Smyth, Administrative Specialist Sr., Grade 516N, \$27.323 hourly in the Office of the Mayor, effective November 21, 2016.

