



City of Cleveland Memorandum
Frank G. Jackson, Mayor

Finance Committee Meeting
Monday, January 23, 2017

Ordinance No. 408-16:

Please prepare legislation to amend Section 37 of the pay band for the establishment of a classification within the Department of Public Works.

Section 37

	Classification	Minimum	Maximum
<u>34</u>	<u>Regional Manager of Waste Collection</u>	<u>\$27,193.00</u>	<u>\$93,908.00</u>

This piece of legislation was introduced on April 4, 2016.

Section 37. That the salaries and compensation in the following classifications shall be fixed by the appointing authority in accordance with the schedule appearing after each classification:

		<u>Minimum</u>	<u>Maximum</u>
1	Accountant Supervisor	\$23,647.11	\$80,096.82
2	Assistant Chief of Water Distribution	23,647.11	95,698.26
3	Assistant Commissioner of Assessments and Licenses	23,647.11	93,401.98
4	Assistant Commissioner, Division of Printing and Reproduction	23,647.11	93,401.98
5	Building Manager	23,647.11	86,215.32
6	Business Process Analyst	55,000.00	108,044.90
7	Chief Architect	23,647.11	112,409.91
8	Chief Auditor – Utilities	23,647.11	93,401.98
9	Chief City Planner	30,000.00	91,405.96
10	Chief, Computer Operations	23,647.11	93,401.98
11	Chief Electric Transmissions Operator	23,647.11	101,822.91
12	Chief Engineer – Civil	23,647.11	93,401.98
13	Chief Engineer – Mechanical	23,647.11	93,401.98
14	Chief Legal Investigator - Civil Branch	23,647.11	74,000.47
15	Chief of Street Lighting and Electrical Services	23,647.11	107,738.40
16	Chief of Laboratories	23,647.11	88,725.73
17	Chief of Purification	23,647.11	95,698.26
18	Convention Manager	23,647.11	86,215.32
19	Development Finance Analyst I	34,000.00	66,489.84
20	Development Finance Analyst II	51,043.20	93,856.07
21	Financial Systems Coordinator	23,647.11	74,000.47
22	Fiscal Grants Administrator	40,000.00	95,063.30
23	Fiscal Manager	23,647.11	93,401.98
24	Health Promotion Coordinator	22,333.40	85,312.08
25	Investment Manager	23,647.11	93,401.98
26	Manager of Enterprise Unit	23,647.11	86,215.32
27	Manager of Events	23,647.11	86,215.32
28	Manager of General Maintenance	23,647.11	86,215.32
29	Manager of Markets	23,647.11	86,215.32
30	Manager of Parking	23,647.11	86,215.32
31	Manager of Recreation	40,000.00	86,215.32
32	Master Plan Examiner	23,647.11	112,409.91
33	Purchasing Supervisor - Division of Purchases and Supplies	23,647.11	74,000.47
34	Regional Manager of Waste Collection	27,193.00	93,908.00
35	Secretary to the Board of Building Standards and Building Appeals	23,647.11	91,405.96
36	Secretary to the Board of Zoning Appeals	23,647.11	91,405.96
37	Security Manager	23,647.11	100,133.34
38	Senior Internal Auditor	23,647.11	74,000.47
39	Senior Programmer Analyst	23,647.11	76,592.09
40	Supervisor - Information Control	23,647.11	74,000.47
41	Theatrical Manager	23,647.11	74,000.47
42	Water Plant Manager	23,647.11	107,738.40

REGIONAL MANAGER OF WASTE COLLECTION

Duties:

Under administrative direction, manages, plans, organizes, and directs personnel within established Waste Collection regions of the City of Cleveland. Performs data analysis and development. Develops work rules. Inspects solid waste/recycle collection routes, the processing of refuse and recyclables collected, and/or the operations of a Transfer Station. Utilizes a computer and software for work management, GPS tracking, email communications, and the creation of spreadsheets, forms, letters, etc.

Interprets collective bargaining contracts to ensure that they are being correctly applied to all personnel and situations as they arise. Plans and schedules work assignments. Establishes performance measures and monitors to identify issues and to develop strategic improvements.

Inspects waste collection routes and equipment. Investigates complaints. Conducts safety briefings and training. Initiates labor relations and human resources actions and serves as a hearing officer in formal disciplinary procedures. Performs other job-related duties as required.

Minimum Qualifications:

A High School Diploma or GED is required. An Associate's Degree in Engineering, Science, Business, Finance, Environmental Science, or closely related field from an accredited college or university is required. Two years of full time paid management experience in public works operations is required. (Substitution: Two years of experience within a waste collection operation may substitute for each year of college lacking.) Must be computer proficient especially with Microsoft Office Suites. A valid State of Ohio Driver's License is required. The following are preferred: Two years of experience in waste collection operations or similar field; Experience with route optimization software; Ability to communicate clearly and effectively verbally and in writing; proven leadership abilities in working with a diverse staff.

The pay band recommended salary info is based upon independent research conducted by the Department of Human Resources against the proposed pay-band from the Department of Public Works for validation purposes. This position is considered professional in nature. We are in agreement with the Department's suggested pay band, based on comprehensive research from the following external entities:

- GlassDoor – Waste Management Manager & District Manager
- PayScale – Waste Collection Operations Manager & Division General Manager
- Salary.com – Waste Management Manager
- Indeed.com – Waste Manager & Reliability Manager