

**Rules and Regulations of the  
Municipal Civil Service Commission**

**APPENDIX C**

The probationary periods for the following classes shall be 365 calendar days:

<u>Job Code</u>	<u>Title</u>
0441	311 Service Manager
0440	311 Service Supervisor
1234	Accountant I
1235	Accountant II
0227	Accountant IV (Auditor)
0760	Active Living Institute Administrator
1679	Advanced Practice Registered Nurse
0873	Aging Programs Administrator
0870	Aging Programs Care Coordinator
0867	Aging Programs Case Management Supervisor I
0876	Aging Programs Case Management Supervisor II
0874	Aging Programs Manager
0877	Aging Programs Outreach Specialist
0875	Aging Programs Provider Relations Specialist
1565	Alcohol and Drug Abuse Counselor
1561	Alcohol and Drug Abuse Prevention Coordinator
1570	Alcohol and Drug Abuse Program Manager
0579	Analyst Programmer I
0588	Applications Manager
3184	Aquatics Supervisor (Seasonal)
3763	Arborist
1215	Architect
0176	Assistant Chief Building Official
3469	Automotive Body Repair Supervisor
3456	Automotive Mechanic Supervisor I
3457	Automotive Mechanic Supervisor II
3855	Boiler Operator
0856	Budget Management Officer
0857	Budget/Management Specialist
1771	Building Inspection Manager
1773	Building Inspection Specialist
1768	Building Inspector I
1769	Building Inspector II

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<u>Job Code</u>	<u>Title</u>
3497	Building Maintenance Manager
3495	Building Maintenance Supervisor I
3496	Building Maintenance Supervisor II
1115	Building Plans Examiner I
1116	Building Plans Examiner II
1117	Building Plans Examiner Supervisor
0167	Building Services Division Administrator
2016	Building Services Specialist
2000	Business Development Specialist
1252	Business Manager
0543	Business Systems Analyst
3127	Cable Broadcast Production Technician
3128	Cable Broadcast Writer/Producer
0269	Cable Television Manager
3557	Cable Worker Supervisor I
3558	Cable Worker Supervisor II
3038	Canine Master Trainer
1296	Cashier II
0177	Chief Building Official
1052	Chief Plans Official
0119	Chief Zoning Official
1530	City Forester
0242	Citywide GIS Manager
0527	Citywide Web Coordinator
0217	Civil Service Commission Assistant Executive Director
0216	Civil Service Commission Deputy Executive Director
0763	Claims Investigator
3673	Communications Systems Coordinator
3676	Communications Systems Manager
3675	Communications Systems Specialist
0254	Community Dental Program Manager
0796	Community Relations Coordinator
0798	Community Relations Representative
0885	Compensation Manager
3897	Composting Facility Supervisor
0541	Computer Operations Supervisor
0539	Computer Operator II

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<u>Job Code</u>	<u>Title</u>
1019	Construction Inspector I (Civil)
1020	Construction Inspector II (Civil)
1210	Construction Manager
1024	Construction Material Analysis Coordinator
3426	Crane Operator
3026	Crime Analyst
3027	Crime Analyst Supervisor
1915	Crime Laboratory Manager
0842	Criminal Intelligence Analyst
3529	Custodial Supervisor
0437	Customer Service Manager
0435	Customer Service Representative II
0436	Customer Service Supervisor
4056	Damage Prevention Program Manager
0572	Database Administrator
0755	Debt Management Coordinator
1578	Dental Assistant
1584	Dental Hygienist
1596	Dentist
0893	Department Human Resources Officer
0229	Design and Construction Division Administrator
0552	Desktop Support Technician
2015	Development Program Coordinator
0350	Development Program Manager
1486	Dietetic Technician
1482	Dietitian
1484	Dietitian Supervisor
1826	Disease Intervention Specialist I
1825	Disease Intervention Specialist II
1824	Disease Intervention Specialist III
0328	Downtown Development Administrative Coordinator
2002	Downtown Development Office Administrator
1183	Drafter/CAD Operator
1182	Drafting Trainee
0169	Economic Development Division Administrator
2017	Economic Development Program Supervisor

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<u>Job Code</u>	<u>Title</u>
1619	Education Program Instructor
1620	Education Program Supervisor
0560	E-Government Program Manager
3626	Electric Meter Technician
3618	Electric Metering Supervisor I
3619	Electric Metering Supervisor II
3588	Electric Switchboard Operator
3587	Electric Switchboard Operator Trainee
1132	Electrical Engineering Associate I
1133	Electrical Engineering Associate II
1782	Electrical Inspector I
1783	Electrical Inspector II
3305	Electricity Consumer Servicer
3581	Electricity Distribution Assistant Manager
3582	Electricity Distribution Manager
3589	Electricity Load Dispatcher
3671	Electronic System Coordinator
3670	Electronic System Specialist
3668	Electronic System Technician
3669	Electronic System Technician Supervisor
1672	Emergency Medical Services (EMS) Coordinator
1765	Employee Assistance Counselor
1764	Employee Assistance Program Manager
0824	Employee Benefits Analyst I
0825	Employee Benefits Analyst II
0276	Employee Benefits and Risk Manager
0868	Employee Programs Coordinator
1627	EMS Instructor II
1626	EMS Instructor I
0756	Energy Programs Coordinator
1046	Engineer I
1047	Engineer II
1048	Engineer III
1049	Engineer IV
1006	Engineering Aide I
1007	Engineering Aide II
1031	Engineering Associate I
1032	Engineering Associate II

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<u>Job Code</u>	<u>Title</u>
1104	Engineering Associate III
1028	Engineer-in-Training I
1029	Engineer-in-Training II
0565	Enterprise Architect
0768	Environmental Programs Specialist
1964	Epidemiologist
0806	Equal Business Opportunity Specialist I
0805	Equal Business Opportunity Specialist II
0347	Equal Employment Opportunity Manager
0800	Equal Opportunity Representative
0799	Equal Opportunity Specialist
3421	Equipment Operator II
3430	Excavator
0069	Executive Assistant to the Director
1749	Exercise Physiologist
0295	Facilities Management Division Administrator
0296	Facilities Operations Manager
3498	Facilities Projects Manager
0142	Financial Management Division Administrator
3013	Fingerprint Technician
3015	Fingerprint Technician Specialist (AFIS)
3014	Fingerprint Technician Supervisor
3012	Fingerprint Technician Trainee
3086	Fire Assistant Chief
3087	Fire Battalion Chief
3088	Fire Captain
3089	Fire Chief
3085	Fire Deputy Chief
3091	Fire Lieutenant
1120	Fire Protection Plans Reviewer
3090	Firefighter
3025	Firing Range Assistant
1233	Fiscal Assistant II
1253	Fiscal Manager
1353	Fleet Administrative Specialist
3454	Fleet Coordinator
0272	Fleet Management Division Administrator

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<u>Job Code</u>	<u>Title</u>
0845	Fleet Operations Assistant Manager
0273	Fleet Operations Manager
1911	Forensic Scientist I
1912	Forensic Scientist II
1913	Forensic Scientist III
3697	Gardener Supervisor
0549	GIS Analyst
0243	GIS Manager
0545	GIS Technician
3187	Golf Assistant Professional
3713	Golf Course Superintendent
0300	Golf Courses Division Administrator
3714	Golf Courses Maintenance Manager
3189	Golf Professional
3191	Golf Program Manager
0752	Grants Management Coordinator
2029	Graphics Designer
1743	Health Education Program Planner
0852	Health Information Manager
0544	Help Desk Representative
0762	Historic Preservation Officer
1623	Home Health Aide
1625	Homemaker
1539	Horticultural Specialist II
1540	Horticulturist
0171	Housing Division Administrator
2049	Housing Rehabilitation Programs Coordinator
0855	Human Resources Analyst
0894	Human Resources Program Manager
0854	Human Resources Representative
0225	Income Tax Assistant Administrator
0660	Income Tax Auditor
0662	Income Tax Auditor Specialist
0661	Income Tax Auditor Supervisor
0224	Income Tax Division Administrator

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<u>Job Code</u>	<u>Title</u>
1847	Industrial Hygienist
0566	Information Architect
0248	Information Services Division Administrator
0548	Information Systems Analyst
0869	Information Systems Manager
0582	Information Systems Supervisor
0604	Information Technology Account Coordinator
0603	Information Technology Account Manager
0599	Information Technology Security Officer
1770	Inspection Supervisor
1335	Inventory Control Manager
0542	IT Operations Manager
0559	IT Technical Support Manager
0751	Keep Columbus Beautiful Manager
0219	Labor Relations Manager
0218	Labor Relations Specialist
3616	Lamp Servicer
2003	Land Management Office Administrator
3009	Latent Print Examiner Trainee
3010	Latent Print Examiner
3011	Latent Print Supervisor
1895	License Manager
1891	License Officer
1893	License Supervisor
3183	Lifeguard (Seasonal)
3825	Machinist
0937	Mail Specialist
3516	Maintenance Carpenter Supervisor
0779	Management Analyst I
0780	Management Analyst II
1815	Mechanical Inspector I
1816	Mechanical Inspector II
1961	Medical Laboratory Manager
1952	Medical Technologist
1959	Medical Technologist Supervisor

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<u>Job Code</u>	<u>Title</u>
0232	Mobility Options Division Administrator
0083	Natural Resources Manager
3155	Nature Programs Administrative Manager
3154	Nature Programs Developer
0174	Neighborhood Services Division Administrator
0522	Network Administrator
0521	Network Analyst
0523	Network Engineer
0264	Network Manager
0520	Network Technician
0279	Occupational Safety and Health Officer
0282	Citywide Occupational Safety and Health Manager
0408	Office Assistant II
0409	Office Assistant III
1240	Office Manager
3872	Operator-In-Training
3112	Outreach Worker
3023	Parking Enforcement Supervisor
1301	Parking Meter Collection Supervisor
0240	Parking Violations Bureau Coordinator (Violations Clerk)
0239	Parking Violations Bureau Assistant Coordinator
1201	Parks Development Specialist
3773	Parks Maintenance Assistant Manager
3778	Parks Maintenance Manager
3772	Parks Maintenance Supervisor
3780	Parks Management Coordinator
1203	Parks Planning and Design Manager
1204	Parks Planning Coordinator
1266	Payroll Specialist
0414	Payroll/Benefits Clerk
0847	Performance Management Coordinator
0898	Personnel Administrative Officer
0900	Personnel Analyst I
0901	Personnel Analyst II
0903	Personnel Analyst Supervisor
0918	Personnel Psychologist

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<u>Job Code</u>	<u>Title</u>
1945	Photography Laboratory Manager
2010	Planner I
2011	Planner II
0234	Planning and Operations Division Administrator
0178	Planning Division Administrator
2012	Planning Manager
3817	Plant Maintenance Assistant Manager
3799	Plant Maintenance Electrician I
3800	Plant Maintenance Electrician II
3812	Plant Maintenance Helper
3816	Plant Maintenance Manager
3813	Plant Maintenance Mechanic
3814	Plant Maintenance Supervisor I
3815	Plant Maintenance Supervisor II
1162	Plant Operation and Maintenance Training Coordinator
1775	Plumbing Inspector I
1776	Plumbing Inspector II
3061	Police Chief
3060	Police Commander
3004	Police Communications Technician
3005	Police Communications Technician Supervisor
3062	Police Deputy Chief
3063	Police Lieutenant
3064	Police Officer
1345	Police Property Clerk
3066	Police Sergeant
3016	Polygraphist
0146	Power and Water Division Administrator
0147	Power and Water Division Assistant Administrator
3568	Power Line Worker Supervisor I
3569	Power Line Worker Supervisor II
3565	Power Line/Cable Worker Trainee
1630	Practical Nurse
1932	Pretreatment Program Manager
0767	Prevailing Wage Coordinator
0777	Procurement Administrative Officer
0776	Procurement Manager
0789	Procurement Specialist

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<u>Job Code</u>	<u>Title</u>
0580	Programmer Analyst
0070	Project Manager
1792	Property Maintenance Inspection Manager
1793	Property Maintenance Inspection Specialist
1796	Property Maintenance Inspection Supervisor
1789	Property Maintenance Inspection Trainee
1790	Property Maintenance Inspector
1653	Public Health Administrator (Community Health)
0258	Public Health Administrator (Environmental Health)
0255	Public Health Administrator (Infectious Diseases)
0262	Public Health Administrator (Maternal and Child Health)
0263	Public Health Administrator (Planning and Peak Performance)
0261	Public Health Assistant Administrator (Environmental Health)
0257	Public Health Assistant Commissioner (Administrative Services)
0256	Public Health Assistant Commissioner (Medical)
0265	Public Health Assistant Commissioner (Nursing)
1748	Public Health Emergency Preparedness Chief
1639	Public Health Nurse
1644	Public Health Nurse Assistant Supervisor
1645	Public Health Nursing Supervisor
1756	Public Health Occupational Therapist
1752	Public Health Physical Therapist
1704	Public Health Physician
1744	Public Health Program Manager I
1731	Public Health Program Manager I (RN)
1740	Public Health Program Manager II
1732	Public Health Program Manager II (RN)
1741	Public Health Program Manager III
1733	Public Health Program Manager III (RN)
1742	Public Health Program Manager IV
1734	Public Health Program Manager IV (RN)
1747	Public Health Quality Assurance Coordinator
1832	Public Health Sanitarian I
1833	Public Health Sanitarian II
1844	Public Health Sanitarian III
1845	Public Health Sanitarian IV
1831	Public Health Sanitarian-in-Training
1760	Public Health Speech/Language Pathologist

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<u>Job Code</u>	<u>Title</u>
1754	Public Health Therapy Assistant
3242	Public Health Veterinarian
3104	Public Relations Specialist I
3105	Public Relations Specialist II
0090	Public Utilities Deputy Director (Administration)
0091	Public Utilities Deputy Director (Engineering)
0161	Public Utilities Division Assistant Administrator
0784	Purchasing Coordinator
0783	Purchasing Expeditor
0883	QWL Program Coordinator
2027	Real Estate Asset Manager
3166	Recreation Administrative Coordinator
3165	Recreation Administrative Manager
3684	Recreation and Parks Aide (Seasonal)
0085	Recreation and Parks Assistant Director
0786	Recreation and Parks Marketing/Fundraising Coordinator
3164	Recreation Center Manager
3215	Recreation Instructor
3162	Recreation Leader
3169	Recreation Playground Leader (Seasonal)
3193	Recreation Program Assistant
3196	Recreation Program Specialist
3163	Recreation Supervisor
3931	Refuse Collection District Assistant Manager
3933	Refuse Collection District Manager
0221	Refuse Collection Division Administrator
0222	Refuse Collection Division Assistant Administrator
3935	Refuse Collection Operations Manager
3928	Refuse Collection Supervisor
1161	Regulatory Compliance Advisor
2036	Relocation Program Manager
2034	Relocation Specialist
2081	Research Analyst
2083	Research Analyst Specialist
1718	Safety Program Manager

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<u>Job Code</u>	<u>Title</u>
0287	Sealer of Weights and Measures
1151	Security Manager
3539	Security Specialist Supervisor
0775	Senior Procurement Specialist
0581	Senior Programmer Analyst
0071	Senior Project Manager
0563	Senior Systems Administrator
3952	Sewer Cleaning Equipment Operator
3970	Sewer Maintenance Assistant Manager
3971	Sewer Maintenance Manager
3968	Sewer Maintenance Supervisor I
3969	Sewer Maintenance Supervisor II
3967	Sewer Maintenance Worker
3314	Sewer Service Supervisor (Emergency)
3313	Sewer Service Worker (Emergency)
3973	Sewer Telemonitoring Operator
3974	Sewer Telemonitoring Supervisor
0165	Sewerage and Drainage Division Administrator
0166	Sewerage and Drainage Division Assistant Administrator
3316	Sewerage Charge Inspector
1767	Social Worker
0585	Software Engineer
3779	Sports Field Maintenance Supervisor
3318	Stormwater Investigator
3991	Street Maintenance Assistant Manager
1002	Street Maintenance Investigator
3990	Street Maintenance Manager
0781	Student Intern I
0782	Student Intern II
0788	Student Intern III
3680	Summer Worker
0266	Support Services Division Administrator
0267	Support Services Division Assistant Administrator
3111	Supportive Services Advisor
1016	Surveyor
1040	Surveyor Manager
1015	Surveyor-in-Training
0564	Systems Administrator

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<u>Job Code</u>	<u>Title</u>
0553	Technical Support Analyst
0609	Telecommunications Specialist I
0610	Telecommunications Specialist II
4026	Traffic Line Supervisor I
4029	Traffic Line Supervisor II
4032	Traffic Maintenance Manager
4018	Traffic Maintenance Supervisor I
4019	Traffic Maintenance Supervisor II
4010	Traffic Sign Shop Supervisor
0881	Training Manager
1026	Transportation Operations Coordinator
3760	Tree Trimmer
3761	Tree Trimmer Supervisor
3473	Upholsterer
1043	Utilities Permits Manager
0865	Utility Customer Services Coordinator
4055	Utility Line Locator
3280	Utility Service Manager
3278	Water Service Supervisor
0863	Utility Services Coordinator
1928	Wastewater Chemist I
1929	Wastewater Chemist II
1930	Wastewater Chemist III
1158	Wastewater Plant Assistant Manager
1159	Wastewater Plant Manager
3873	Wastewater Plant Operator
3875	Wastewater Plant Supervisor I
3876	Wastewater Plant Supervisor II
1160	Wastewater Plants Coordinator
1860	Wastewater Pretreatment Technician I
1861	Wastewater Pretreatment Technician II
0769	Wastewater Soil Applications Coordinator
1862	Wastewater Pretreatment Analyst
1157	Wastewater Treatment Residuals Manager
3864	Water Distribution Operator I

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<u>Job Code</u>	<u>Title</u>
3865	Water Distribution Operator II
4046	Water Maintenance Assistant Coordinator
4047	Water Maintenance Coordinator
4052	Water Maintenance Manager
4040	Water Maintenance Supervisor I
4041	Water Maintenance Supervisor II
4039	Water Maintenance Worker
4072	Water Metering Supervisor
1170	Water Plant Manager
1169	Water Plant Operations Manager
3881	Water Plant Operator I
3882	Water Plant Operator II
1873	Water Protection Coordinator
1871	Water Protection Specialist I
1872	Water Protection Specialist II
1935	Water Research Analyst I
1936	Water Research Analyst II
1937	Water Research Laboratory Manager
1165	Water Supply and Treatment Coordinator
3260	Water Service Technician I
3276	Water Service Technician II
1173	Watershed Manager
0525	Web Content Coordinator
1886	Weights and Measures Inspector
3830	Welder

**Amended as of: August 31, 2009**