



Civil Service Commission  
Canton, Ohio

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## Regular Meeting Agenda

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Time: 3:00 PM

Location: Canton Civil Service Conference Room

Date: June 21, 2023

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### **ROLL CALL**

### **APPROVAL OF MINUTES**

1. Approval of minutes for the 5-17-23 Commission Meeting

### **REGULAR BUSINESS – CONSENT AGENDA**

2. Notification of the administrative establishment of the open eligibility list for the position of Heavy Duty Automotive Mechanic for the Department of Motor Vehicles on May 15, 2023
3. Notification of the administrative establishment of the closed eligibility list for the position of Police Lieutenant for the Police Department on May 15, 2023
4. Notification of the administrative establishment of the open eligibility list for the position of Environmental Health Specialist in Training for the Health Department on May 17, 2023
5. Notification of the administrative establishment of the open eligibility list for the position of Heavy Duty Auto Mechanic 3/EVT for the Fire Department on May 18, 2023
6. Notification of the administrative establishment of the open eligibility list for the position of Engineering Technician I for the Water Department on May 22, 2023
7. Notification of the administrative establishment of the open eligibility list for the position of Treatment Operator 3 for the Water Reclamation Facility on June 2, 2023
8. Notification of the administrative establishment of the open eligibility list for the position of Fiscal Manager for the Water Department on June 2, 2023
9. Notification of the administrative establishment of the open eligibility list for the position of Heavy Duty Automotive Mechanic for the Department of Motor Vehicles on June 6, 2023
10. Notification of the administrative establishment of the open eligibility list for the position of Utility Operator 3 for the Street Department on June 6, 2023

11. Notification of the administrative establishment of the open eligibility list for the position of Computer Electronic Technician II for the Traffic Engineering Department on June 8, 2023
12. Notification of the administrative establishment of the open eligibility list for the position of OPHII Public Health Support Specialist for the Health Department on June 12, 2023
13. Notification of the administrative establishment of the open eligibility list for the position of Custodian for the School District on June 14, 2023
14. Notification of the administrative establishment of the open eligibility list for the position of Code Enforcement Officer for the Building & Code Department on June 16, 2023
15. Temporary Appointments

### **PUBLIC SPEAKS**

### **NEW BUSINESS**

16. Recognition of the revised job description for the position of Administrative Clerk for the Building & Code Department
17. Recognition of the new job description for the position of Disease Intervention Specialist (DIS) Supervisor for the Health Department
18. Recognition of the revised job description for the position of Treatment Operator 3 for the Water Reclamation Facility
19. Recognition of the revised job description for the position of Assistant City Engineer for the Engineering Department
20. Recognition of the new job description for the position of Traffic Engineer for the Engineering Department
21. Recognition of the revised job description for the position of Senior Engineer for the Engineering Department
22. Recognition of the new job description for the position of Engineer for the Engineering Department
23. Recognition of the new job description for the position of Engineering Assistant for the Engineering Department
24. Recognition of the new job description for the position of Senior Surveyor for the Engineering Department
25. Recognition of the new job description for the position of Surveyor for the Engineering Department

26. Recognition of the new job description for the position of Construction Manager for the Engineering Department
27. Recognition of the new job description for the position of Fiscal Manager for the Engineering Department
28. Recognition of the revised job description for the position of Civil Engineering Tech III for the Engineering Department
29. Recognition of the revised job description for the position of Civil Engineering Tech II for the Engineering Department
30. Recognition of the revised job description for the position of Civil Engineering Tech I for the Engineering Department
31. Recognition of the new job description for the position of GIS Analyst 2 for the Engineering & Water Departments
32. Recognition of the new job description for the position of GIS Analyst 1 for the Engineering & Water Departments
33. Recognition of the new job description for the position of GIS Technician for the Engineering & Water Departments
34. Update on current marketing and recruitment initiatives

**MISCELLANEOUS BUSINESS**

**ADJOURNMENT** (*Next Regular Meeting – July 19, 2023*)