

Index of Class Specifications

Account Clerk - C
Administrative Assistant -C
Assessor - C
Assistant Civil Engineer -C
Assistant Comptroller -C
Assistant Fire Chief- C
Automotive Mechanic -NC
Bingo Inspector - NC
Building Maintenance Mechanic - NC
Chief Water Treatment Plant Operator -C
Chief Wastewater Treatment Plant Operator - C
City Treasurer - C
Civil Service Clerk – C
Clerk - C
Code Enforcement Officer - C
Community Development Planner- C
Corporation Counsel - C
Custodial Worker - NC
Custodian – C
Deputy Police Chief – C
Director of Capital Projects & Grants – C
Director of Human Resources – NC @ Confidential/Policy-influencing
Director of Municipal Utilities – C
Director of Planning and Economic Development - NC @ Confidential/Policy-influencing
Director of Recreation – C
Dog Control Officer – C
Employee Health and Safety Coordinator - C
Engineering Helpers - NC
Engineering Technician – C
Executive Director Of Auburn Human Rights Commission – Exempt
Fire Captain – C
Fire Chief – C
Firefighter – C
Fire Lieutenant – C
Gas Utilities Mechanic – C
General Mechanic/HEO - C
Groundskeeper - L
Grounds Maintenance Coordinator - C
Head Automotive Mechanic – NC
Head Custodian - C

Heavy Equipment Operator – NC
Industrial Pre Treatment Coordinator – C
Junior Engineer – C
Keyboard Specialist – C
Labor Foreperson – NC
Laboratory Technician – C
Laborer – L
Landfill Operator – NC
Maintenance Mechanic (Water Transmission) – NC
Maintenance Mechanic (Water Treatment) – NC
Maintenance Mechanic (Hydro, Water Transmission) – NC
Mason – NC
Motor Equipment Operator – NC
Motor Equipment Operator Grade 2 - NC
Motor Vehicle Operator – NC
Municipal Solid Waste/Recycling Enforcement Officer - C
Office Systems & Training Coordinator – C
Parking Enforcement Officer - NC
Parking Fee Collector (FT) – C
Parking Fee Collector (PT) – NC
Parking Garage Supervisor – C
Parking Meter Attendant – C
Parks, Buildings, and Recreation Coordinator - C
Planner – C
Planning and Economic Development Program Manager – C
Planning Assistant – C
Plumbing Inspector (PT) – NC
Police Captain – C
Police Chief – C
Police Lieutenant –C
Police Officer – C
Police Sergeant – C
Public Works Supervisor – C
Purchasing Assistant – C
Real Property Appraiser – C
Records Retention Clerk – C
Recreation Maintenance Worker s – NC
Registrar of Vital Statistics – C
Retired Senior Volunteer Program (RSVP) Coordinator – C
Sanitation Foreperson – C
Sanitation Supervisor – C
School Crossing Guard- NC

Secretary – C
Secretary to City Manager - NC @ Confidential/Policy-influencing
Secretary to Civil Service Commission – Exempt
Secretary to Corporation Counsel - NC @ Confidential/Policy-influencing
Secretary to the Director of Planning & Economic Development – C
Secretary to the Mayor – Exempt
Senior Account Clerk – C
Senior Account Clerk/Keyboard Specialist – C
Senior Building Maintenance Mechanic – NC
Senior Citizens Special Events Coordinator – C
Senior Clerk – C
Senior Code Enforcement Officer – C
Senior Payroll Clerk – C
Senior Planner – C
Sewer Maintenance Worker – NC
Sewer Inspector – C
Sewer Inspector/Gas Utilities Mechanic – C
Sign Maintenance Worker – NC
Signal Electrician – C
Superintendent of Engineering Services – C
Superintendent of Public Works – C
Tree Trimmer – NC
Wastewater Plant Attendant – NC
Wastewater Treatment Plant Operator – C
Wastewater Treatment Plant Operator 2 - C
Wastewater Treatment Plant Operator Trainee – C
Water & Sewer Supervisor - C
Water Distribution Crew Chief – NC
Water Maintenance Worker – NC
Water Meter Service Worker – NC
Water Plant Attendant – NC
Water Treatment Plant Operator – C
Water Treatment Plant Operator Trainee – C
Weigh Scale Operator - C

Updated March 2016

Index of Class Specifications City of Auburn School District

Account Clerk
Audio-Visual Equipment Technician
Building Maintenance Mechanic
Bus Driver
Clerk
Computer Lab and Library Clerk adopted 6/5/2003
Computer Lab Technician deleted 6/5/03
Computer Operations Support Specialist
Computer Systems Technician adopted 5/4/2006
Coordinator of Network and Technology Services
Custodial Worker
Custodian
Deputy School District Treasurer
Director of Facilities and Transportation deleted 3/11/03
Dispatcher p/t adopted 3/6/2003
Groundskeeper
Head Bus Driver
Keyboard Specialist
Library Clerk – Computer Lab Technician deleted 6/5/03
Motor Vehicle Operator
Nurse Supervisor (School District)
Receptionist
Registered Professional Nurse (Schools)
School Attendance Clerk
School Bus Aide
School Business Executive
School District Treasurer
School Health Clerk
School Library Clerk
School Library – Health Clerk
School Media Relations Specialist
School Monitor
School Personnel Clerk
School Safety Officer
School Secretary adopted 12/10/07
School Security Monitor
School Purchasing Assistant Adopted 9/7/2006
Secretary to the Superintendent / City School District
Senior Account Clerk
Senior Custodian
Senior Nurse (School District)
Senior Stenographer *
Stenographer *
Stores Clerk
Supt. of Buildings and Grounds 3/11/03

Teacher Aide

Transportation Supervisor

***Reclassify once vacated**

Adopted 9/7/2006

**** For use once vacated**