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DATE: May 7, 2026

TO: Honorable Civil Service Commission

THROUGH: Carol Isen
Human Resources Director

Anna Biasbas
Employment Services Director

FROM: Lisa Pigula
Assistant Director of Employment Services

SUBJECT: **Report on the Status of the Enhancing Employment Opportunities for City Employees Pilot Program**

Executive Summary

This report provides an update on the Enhancing Employment Opportunities for City Employees (EEOCE) pilot program established under Civil Service Rule 111.16. It summarizes program implementation, utilization, and outcomes, including eligible list development and hires into Permanent Civil Service positions. It also provides data on program use across departments and classifications and outlines ongoing monitoring efforts to assess program effectiveness.

At its March 17, 2025 meeting, the Civil Service Commission (CSC) requested that the Department of Human Resources (DHR) provide a six-month status update following the program's launch. As the program was implemented in March 2025, DHR delivered that update at the September 15, 2025 CSC meeting, summarizing initial implementation efforts and early program data.

Per rule 113.1.2, DHR is to report on the EEOCE pilot program on an annual basis for two years. Based on that timeline, the next report would have been due in September 2026. However, the rule also provides that the pilot program will be terminated on June 30, 2027, absent further action by the Commission. To better support the Commission's decision-making ahead of that deadline, DHR has adjusted the reporting schedule. This report is therefore being presented in May 2026, with a subsequent annual report planned for May 2027. This timing ensures the Commission receives updated program data in advance of any Commission decision prior to the June 30, 2027 deadline.

Background

The Department of Human Resources (DHR), in collaboration with the Municipal Transportation Authority (MTA) and the Civil Service Commission (CSC), proposed amendments beginning in December 2024. These amendments include the creation of expedited pathways for current City employees to promote or transition into Permanent Civil Service (PCS) positions. At its March 17, 2025 meeting, CSC adopted these comprehensive amendments to Volumes I and IV of the Civil Service Rules.

The newly adopted rule created new pathways for current City employees:

1. Flexible Staffing Program
2. Promotive Only Program
3. Provisional-to-Permanent Program
4. Exempt-to-Permanent Program
5. Exempt P103 Per Diem Nurse to Permanent 2320 Registered Nurse Program

Each pathway includes an expedited examination process based on appointment type of City employees.

Authority

Under Civil Service Rule 113 Certification of Eligibles, per section 113.1.2 “The Human Resources Director shall report to the Civil Service Commission on [...] the use of flexible staffing, promotive only, provisional-to-permanent, exempt-to-permanent, and exempt P103 Per Diem Nurse-to-permanent 2320 Registered Nurse eligible lists on an annual basis for two (2) years and thereafter on a schedule to be determined by the Civil Service Commission.”

Under Civil Service Rule 111.17, the Civil Service Commission may modify the criteria of the pilot program at the request of the Human Resources Director. Any changes are made at the Commission’s discretion and may be based on factors such as program effectiveness, operational efficiency, or other relevant considerations.

Under Civil Service Rule 111.18, the Pilot Program to Enhance Employment Opportunities for Current City Employees will expire when the applicable collective bargaining agreements end on June 30, 2027, unless the Civil Service Commission takes action to extend it. The Commission may also terminate the pilot program at any time before that date.

Program Implementation

On March 18, 2025, DHR issued a detailed memorandum to all departmental personnel officers titled “*Revision to Civil Service Commission Rules – Enhancing Employment Opportunities for City Employees.*” (Attachment A) This memo provided an overview of the program’s objectives, a summary of each new hiring pathway, eligibility definitions, step-by-step implementation guidance, and contact information for technical support. The memo was designed to serve as both an announcement and an instructional resource, establishing the foundation for consistent program implementation across departments.

To supplement the memo and answer implementation-related questions in real time, DHR’s Employment Services Division hosted a citywide virtual forum on April 9, 2025. The forum presented each pathway in detail, clarified eligibility and procedural requirements, highlighted department-specific scenarios, and provided time for live questions and answers. (Attachment B)

Together, the memo and forum served as the primary rollout mechanism to ensure that departments were aware of, and prepared to participate in, the program.

Program Utilization

Since the launch of the pilot program, and as of April 30, 2026 there have been a significant number of recruitments completed across three pathways:

- 79 Exempt-to-Permanent eligible lists adopted

- 24 Provisional-to-Permanent eligible lists adopted
- 7 Promotive Only eligible lists adopted

A total of 1,099 City employees has been placed on these eligible lists:

- 725 eligibles on Exempt-to-Permanent lists
- 65 eligibles on Provisional-to-Permanent lists
- 309 eligibles on Promotive Only lists.

These recruitments span a wide range of classifications, including managerial, administrative and clerical, analytical, information technology, human resources, planning, communications, public health, inspection, and skilled trades roles. (Attachment C)

In addition to the completed recruitments, 14 recruitments are currently in progress:

Recruitment Type	Job Code and Title	Eligible List ID
Exempt to Permanent	0922-Manager I	E10189
Exempt to Permanent	0923-Manager II	E10190
Exempt to Permanent	0931-Manager III	E10191
Exempt to Permanent	0933-Manager V	E10192
Exempt to Permanent	0941-Manager VI	E10188
Exempt to Permanent	1314-Public Relations Officer	164635
Exempt to Permanent	2330-Anesthetist	E10164
Exempt to Permanent	3524-Principal Museum Preparator	165071
Exempt to Permanent	5601-Utility Analyst	164451
Exempt to Permanent	5638-Environmental Assistant	X00115
Exempt to Permanent	5640-Environmental Specialist	X00116
Exempt to Permanent	5642-Senior Environmental Specialist	X00117
Promotive Exam	2324-Nursing Supervisor	PR0001
Provisional to Permanent	1070-IS Project Director	165047

The Flexible Staffing and the Exempt P103 Per Diem Nurse to Permanent 2320 Registered Nurse Programs have not yet had any activity since the date of adoption of the EEOCE rules.

There have also been a significant number of hires made using these eligible lists, demonstrating that departments are not only establishing lists but actively using them to provide permanent and promotional employment opportunities for current employees:

- 168 Exempt-to-Permanent hires
- 32 Provisional-to-Permanent hires
- 7 Promotive Only hires

In total, these 207 hires span 72 classifications (Attachment D) across 31 departments (Attachment E), reflecting broad adoption of the program citywide. This level of activity indicates that departments are leveraging the new pathways to address staffing needs while simultaneously providing opportunities for existing employees to secure permanent roles or advance through promotion.

Ongoing Monitoring and Evaluation

Per Rule 113.1.2, DHR is responsible for reporting on the effectiveness and use of the EEOCE program. To support this effort, DHR is actively tracking key performance indicators, including the number of recruitments conducted, eligible lists established, and hires resulting from each pathway.

In the coming months, DHR will continue to refine its data collection and analysis to better assess program outcomes. This analysis will inform future reports to the Commission and may guide potential adjustments to improve program accessibility, efficiency, and overall impact. DHR will also continue engaging with departmental personnel officers to identify implementation challenges, share best practices, and ensure consistent application of the program across departments.

Conclusion

The Enhancing Employment Opportunities for City Employees pilot program represents a major investment in internal career mobility. Since the program launched:

- 110 total recruitments have been completed across three pathways
- 1,099 City employees have been placed on eligible lists
- 207 employees have already been hired into permanent positions through the program
- Hiring spans 72 classifications across 31 departments

To date, 200 employees who were previously in exempt or provisional roles have transitioned into Permanent Civil Service positions through this program while 7 additional employees have utilized the program to achieve promotion to higher classifications in their job series. These results demonstrate that the program is effectively creating accessible and expedited pathways for current employees to achieve permanent status and advance within the City workforce. The volume of eligible list placements, combined with the number of completed hires, indicates that departments are not only adopting the program but actively using it to meet operational needs while supporting employee career growth.

Overall, early outcomes suggest that the program is meeting its intended goals of improving internal mobility, reducing barriers to permanent employment, and strengthening the City's workforce by investing in existing talent. DHR will continue supporting departments and monitoring program outcomes as implementation progresses.

Recommendation: Adopt the report.

Attachments

Attachment A: March 18, 2025 memo - Revision to Civil Service Commission Rules – Enhancing Employment Opportunities for City Employees

Attachment B: Microsoft PowerPoint - EEOCE Rule Changes Forum for 4.9.25


Attachment C: EEOCE Program Eligible Lists Adopted Between March 17, 2025 and April 30, 2026

Attachment D: EEOCE Program Hires by Classification from March 17, 2025 to April 30, 2026

Attachment E: EEOCE Program Hires by Department



MEMORANDUM

DATE: March 18, 2025
TO: Departmental Personnel Officers
FROM: Carol Isen, Human Resources Director 
SUBJECT: Revision to Civil Service Commission Rules
- Enhancing Employment Opportunities for City Employees

The Civil Service Commission (CSC), at its March 17th, 2025 meeting, adopted significant amendments to volumes I and IV of the CSC rules to enhance employment opportunities for current City employees.

The Department of Human Resources (DHR), in collaboration with the Municipal Transportation Authority (MTA) and CSC, proposed amendments beginning in December 2024. These amendments include the creation of expedited pathways for current City employees to promote or transition into Permanent Civil Service (PCS) positions. After modification by the CSC, these amendments were posted for public review. DHR, MTA, and CSC met with various bargaining units to explain the pilot program. The CSC unanimously adopted the amendments to volumes I and IV of the rules.

The rule amendments provide the following key benefits:

- Revives and expands the Exempt to Permanent Program established through the 48th Supplement to the Mayoral Emergency Declaration
- Provides Multiple Pathways for Exempt and Provisional Employees to become Permanent Civil Service
- Provides Multiple Pathways for Current PCS Employees Seeking Promotive Opportunities
- Adds a Separate Pathway for P103 Per Diem Nurses to become Permanent Civil Service 2320 Registered Nurses
- Expedites Examination Processes for Employees

This document contains excerpts of the newly adopted CSC Volume 1 rule amendments along with general guidelines for implementation.

DHR Employment Services will host a citywide virtual forum on April 9th, 2025 to review the rule amendments and implementation guidelines. Should you have any questions, please contact Employment Services Director Anna Biasbas [anna.biabas@sfgov.org].

Revised Rules and Implementation Guidelines

Rule 102 Definitions

Sec. 102.18 Employee

A person currently employed by the City and County of San Francisco including the classified positions in the School Districts.

Summary:

“Employee” was added to the rules to define employees who are eligible to participate in the Program to Enhance Employment Opportunities for City Employees.

Implementation:

Only current City employees as defined above can participate in the Program. Employees who have been separated and no longer work for the City are not eligible to participate in the Program.

Rule 111 Examinations

Sec. 111.16 Program to Enhance Employment Opportunities for City Employees

111.16.1 Authorization for Flexible Staffing Program

The Human Resources Director is authorized to establish flexible staffing programs to promote permanent civil service employees past the probationary period to higher classifications within an occupational series or to another series by methods other than traditional selection procedures. In establishing a flexible staffing program, the Human Resources Director shall consider, among other factors, length of permanent service, performance appraisal ratings, availability of positions, budgetary restrictions, and equal employment opportunity. The specific procedures and qualifications established shall be listed in the flexible staffing examination announcement for the classification(s) involved.

The Human Resources Director shall administer and rule on all matters concerning the Flexible Staffing Program. Decisions by the Human Resources Director shall be subject to appeal to the Civil Service Commission, as provided elsewhere in the rules, whose decision shall be final.

Summary:

This amendment added the Program to Enhance Employment Opportunities for City Employees to the Civil Service Rules. The Flexible Staffing Program was already in the Civil Service Rules, this amendment highlights it as a component of the new program.

To use flexible staffing, positions are budgeted at a higher level in the classification series, employees are hired in the lower classification and then can "flex" up if they meet certain criteria defined in the job ad. All positions in that classification within the department must be flexible staffing positions. The flexible staffing program language must be on the announcement for the lower classification. Employees can only flex up within the same department.

Implementation:

Before moving forward with the flexible staffing program, departments should contact DHR-RAS-Managers@sfgov.org to discuss and make the request.

Flexible Staffing recruitments for Local 6 positions are only permitted for classes 7480 Power Generation Technician I to 7482 Power Generation Technician II. All other Local 6 classes are excluded from this program and flexible staffing recruitments should not be conducted.

111.16.2 Authorization for Promotive Only Program

The Human Resources Director is authorized to establish promotive only programs by classification to promote permanent civil service employees past the probationary period to the next higher classification within an occupational series. In establishing a promotive only program, the Human Resources Director shall consider, among other factors, length of permanent service, performance appraisal ratings, availability of positions, budgetary restrictions, and equal employment opportunity. The specific procedures and qualifications established shall be listed in the promotive only examination announcement for the classification(s) involved.

The examination announcement shall be distributed to all current permanent civil service employees past the probationary period in the immediate lower classification within an occupational series. The examination announcement will be publicly posted on the employment opportunities web page specifically for City employees. Employees who take and pass the examination will be placed on an eligible list. The certification rule for all eligible lists established under this program shall be Rule of the List.

The Human Resources Director shall administer and rule on all matters concerning the Promotive Only Program. Decisions by the Human Resources Director shall be subject to appeal to the Civil Service Commission, as provided elsewhere in the rules, whose decision shall be final.

Summary:

This amendment establishes the Promotive Only Program, which creates promotive expedited pathways for employees within an occupational series.

Current permanent employees in the immediate lower-level classification of the occupational series would be eligible for a Promotive Only exam if they meet the minimum qualifications (MQs) of the promotive classification and have passed probation in the immediate lower-level classification.

Implementation:

There can only be one Promotive Only list for each classification. Before proceeding with a Promotive Only recruitment, departments must ensure there is not an existing Promotive Only list in the classification or that one is not in progress.

Request to Fill (RTF) Guidelines:

Departments should submit an RTF by selecting "Promotive Only" in the dropdown menu of the recruitment type page.

A recruitment ID will be generated in SmartRecruiters that begins with PRO.

Job Ad and Notification Requirements:

The title on the job ad must state, “Promotive Only” followed by the standard title, class, department, and eligible list ID.

The following statement must be included as the first sentence of the position description, “**This is a Promotional-Only recruitment.** Only currently active, permanent civil service City and County of San Francisco employees in the immediate lower-level classification of the occupational series who have completed their probationary period and meet the minimum qualifications for the class will be placed on the eligible list for consideration of future permanent positions.”

Under the MQ section of the job ad, departments must first state as MQ#1, “Current Permanent City Employee in Class XXXX [*with the class being the immediate lower-level classification of the occupational series*], who passed probation.”

MQ#2 should list the MQs from the classification specification for the promotive recruitment.

Departments conducting the Promotive Only recruitment must contact all current PCS employees in the immediate lower-level classification of the occupational series to notify them of the job ad prior to or at the time of posting.

MQ Review, Examination Process and Eligible List Guidelines:

For MQ review purposes, only those employees that are PCS in the immediate lower-level classification of the occupational series, passed probation and meet MQs for the higher classification should move on to the next phase of the examination process. Probationary status may be assessed during the examination process but verification is not required until the time of hire.

A simplified and expedited exam process, such as a Training and Experience Evaluation (T&E), should be conducted since the employees who would meet the MQs will demonstrate success on the job by passing probation.

Promotive Only lists must have a 6-month duration. Extensions may be requested.

As with all selections, departments are required to first verify eligibles’ qualifications (including passing probation) prior to appointment.

Promotive only recruitments for M CCP positions requires approval from DHR. Requests may be submitted to DHR-RAS-Managers@sfgov.org prior to proceeding.

Promotive only recruitments for Local 6 positions are exempted from this program and should not be conducted.

111.16.3 Authorization for Provisional and Exempt to Permanent Status Program

The Human Resources Director is authorized to establish programs giving provisional and exempt employees expedited pathways to transition to permanent status. The provisional or exempt employee must have served continuously in the job classification in a provisional or exempt status for the equivalent of at least one (1) year (2,080 hours). In establishing the program, the Human Resources Director shall consider, among other factors, active holdover rosters where qualified eligibles exist, availability of positions, budgetary restrictions, and equal employment opportunity.

This rule shall only apply to employees with provisional status or exempt status in Charter Category 16: Temporary and Seasonal Appointments, Charter Category 17: Substitutes for Civil Service Employees on Leave, or Charter Category 18: Special Projects and Professional Services. The specific procedures and qualifications established shall be listed in the examination announcements for the classifications involved. The examination announcements shall be publicly posted on the employment opportunities web page specifically for City employees. Employees who take and pass the examination will be placed on an eligible list. Separate eligible lists will be established for provisional-to-permanent and exempt-to-permanent programs. The certification rule for all eligible lists established under this program shall be Rule of the List.

The Human Resources Director shall administer and rule on all matters concerning the Provisional and Exempt to Permanent Status Program. Decisions by the Human Resources Director shall be subject to appeal to the Civil Service Commission, as provided elsewhere in the rules, whose decision shall be final.

Summary:

This amendment establishes the Provisional and Exempt to Permanent Status Program which offers an expedited pathway for employees in exempt or provisional roles to transition into permanent positions. To be eligible, employees must be in a current exempt category 16, 17 or 18 and have served continuously in the job class for one year (equivalent to 2,080 hours) or be provisional and have served continuously in the job class for one year (equivalent to 2,080 hours).

Implementation:

Exempt to Permanent lists and Provisional to Permanent lists will be separate from each other.

Provisional to Permanent:

There can only be one Provisional to Permanent list for each classification. Before proceeding with a Provisional to Permanent recruitment, departments must ensure there is not an existing Provisional to Permanent list in the classification or that one is not in progress.

Request to Fill (RTF) Guidelines:

Departments should submit an RTF by selecting “Provisional to Permanent” in the dropdown menu of the recruitment type page.

A recruitment ID will be generated in SmartRecruiters that begins with PTP.

Job Ad and Notification Requirements:

The title on the job ad must state, “Provisional to Permanent” followed by the standard title, class, department, and eligible list ID.

The following statement must be included as the first sentence of the position description, “This is a Provisional to Permanent recruitment. Only currently active, provisional employees of the City and County of San Francisco in this recruitment’s classification will be placed on the eligible list for consideration of future permanent positions.”

Under the MQ section of the job ad, departments must first state as MQ#1, “Current Provisional City Employee in class XXXX who have worked at least 2,080 hours.”

MQ#2 should list the MQs from the classification specification for this recruitment.

Departments conducting the Provisional to Permanent recruitment must contact all current TPV employees to notify them of the job ad prior to or at the time of posting.

MQ Review, Examination Process and Eligible List Guidelines:

For MQ review purposes, only those employees that are TPV in the recruitment classification and have worked at least one year (2,080 hours) with no break in service should move on to the next phase of the examination process.

A simplified and expedited exam process, such as a Training and Experience Evaluation (T&E), should be conducted since the employees have already demonstrated success on the job.

Provisional to Permanent lists must have a 6-month duration. Extensions may be requested.

As with all selections, departments are required to first verify eligibles’ qualifications (including that they have worked at least 2,080 hours) prior to appointment.

Provisional to Permanent recruitments for Local 6 positions are exempted from this program and should not be conducted.

Exempt to Permanent:

There can only be one Exempt to Permanent list for each classification. Before proceeding with an Exempt to Permanent recruitment, departments must ensure there is not an existing Exempt to Permanent list in the classification, or that one is not in progress.

Request to Fill (RTF) Guidelines:

Departments should submit an RTF by selecting “Exempt to Permanent” in the dropdown menu of the recruitment type page.

A recruitment ID will be generated in SmartRecruiters that begins with ETP.

Job Ad and Notification Requirements:

The title on the job ad must state, “Exempt to Permanent” followed by the standard title, class, department, and eligible list ID.

The following statement must be included as the first sentence of the position description, “This is an Exempt to Permanent recruitment. Only currently active, exempt employees of the City and County of San Francisco in this recruitment’s classification will be placed on the eligible list for consideration of future permanent positions.”

Under the MQ section of the job ad, departments must first state as MQ#1, “Current Exempt City Employee in class XXXX who have worked at least 2,080 hours in categories 16, 17, or 18.”

MQ#2 should list the MQs from the classification specification for this recruitment.

Departments conducting the Exempt to Permanent recruitment must contact all current exempt employees in categories 16, 17, or 18 in the classification to notify them of the job ad prior to or at the time of posting.

MQ Review, Examination Process and Eligible List Guidelines:

For MQ review purposes, only those employees that are exempt in categories 16, 17, or 18 in the recruitment classification and have worked at least one year (2,080 hours) in the recruitment classification with no break in service should move on to the next phase of the examination process.

A simplified and expedited exam process, such as a Training and Experience Evaluation (T&E), should be conducted since the employees have already demonstrated success on the job.

Exempt to Permanent lists must have a 6-month duration. Extensions may be requested.

As with all selections, departments are required to first verify eligibles’ qualifications (including that they have worked at least 2,080 hours) prior to appointment.

Exempt to Permanent recruitments for Local 6 positions are exempted from this program and should not be conducted.

111.16.4 Authorization for Exempt P103 Per Diem Nurse to Permanent Civil Service Status 2320 Registered Nurse Program

The Human Resources Director is authorized to establish programs giving exempt P103 Per Diem Nurses an expedited pathway to transition to permanent status in class 2320 Registered Nurse. The exempt Per Diem Nurse must have served continuously in the job classification in an exempt status for an equivalent of at least six months (1,040 hours). In establishing the program, the Human Resources Director shall consider, among other factors, active holdover rosters where qualified eligibles exist, availability of positions, budgetary restrictions, and equal employment opportunity.

The specific procedures and qualifications established shall be listed in the Exempt P103 Per Diem Nurse to Permanent 2320 Registered Nurse examination announcements. The examination announcements shall be publicly posted on the employment opportunities web page specifically for City employees.

Employees who take and pass the examination will be placed on an eligible list. The certification rule for all eligible lists established under this program shall be Rule of the List.

The Human Resources Director shall administer and rule on all matters concerning the Exempt P103 Per Diem Nurse to Permanent Civil Service Status 2320 Registered Nurse Program. Decisions by the Human Resources Director shall be subject to appeal to the Civil Service Commission, as provided elsewhere in the rules, whose decision shall be final.

Summary:

This amendment establishes the Exempt P103 Per Diem Nurse to Permanent Civil Service Status 2320 Registered Nurse Program which offers an expedited pathway for P103 Per Diem Nurses to transition to permanent status in class 2320 Registered Nurse.

To be eligible, the exempt Per Diem Nurse must have served continuously in the P103 job classification in an exempt status for an equivalent of at least six months (1,040 hours).

Implementation:

There can only be one Exempt P103 Per Diem to Permanent Civil Service Status 2320 Registered Nurse list.

Request to Fill (RTF) Guidelines:

Departments should submit an RTF by selecting "Exempt P103 to Permanent 2320" in the dropdown menu of the recruitment type page.

A recruitment ID will be generated in SmartRecruiters that begins with EPP.

Job Ad and Notification Requirements:

The title on the job ad must state, “Exempt P103 to Permanent 2320” followed by the standard title, class, department, and eligible list ID.

The following statement must be included as the first sentence of the position description, “This is an Exempt P103 Per Diem to Permanent Civil Service Status 2320 Registered Nurse recruitment. Only currently active, exempt employees of the City and County of San Francisco in class P103 will be considered for this position.”

Under the MQ section of the job ad, departments must first state as MQ#1, “Current Exempt City Employee in class P103 who have worked at least 1,040 hours.”

MQ#2 should list the MQs from the 2320 classification specification.

Departments conducting the Exempt P103 Per Diem to Permanent Civil Service Status 2320 Registered Nurse recruitment must contact all current exempt P103 employees to notify them of the job ad prior to or at the time of posting.

MQ Review, Examination Process and Eligible List Guidelines:

For MQ review purposes, only those employees that are exempt P103 and have worked at least six months (1,040 hours) with no break in service should move on to the next phase of the examination process.

A simplified and expedited exam process, such as a Training and Experience Evaluation (T&E), should be conducted since the employees have already demonstrated success on the job.

As with all selections, departments are required to first verify eligibles’ qualifications (including that they have worked at least 1,040 hours as a P103) prior to appointment.

Exempt P103 Per Diem to Permanent Civil Service Status 2320 Registered Nurse lists will have a duration determined by the Department of Public Health(DPH).

Sec. 111.17 Application of Program to Enhance Employment Opportunities for Current City Employees

Upon request by the Human Resources Director, the Civil Service Commission in its sole discretion may make changes to the criteria of these pilot programs. Changes to the pilot programs may be based on: program effectiveness, program efficiencies and other relevant criteria as determined by the Civil Service Commission.

Sec. 111.18 Sunset and Termination of Rule 111.16 Enhancing Employment Opportunities for Current City Employees Pilot Program

Rule 111.16 and the Pilot Program to Enhance Employment Opportunities for Current City Employees shall sunset upon the expiration of the collective bargaining agreements ending on June 30, 2027, absent action by the Civil Service Commission to extend it. Further, the pilot program may be terminated at any time before that date at the discretion of the Civil Service Commission.

Summary:

The Civil Service Commission has discretion to make changes to the criteria of the pilot programs and can terminate or extend the program at any time. If the Civil Service Commission takes no action, the pilot program will sunset on June 30, 2027.

Implementation:

Departments may be surveyed for information regarding the effectiveness, efficiency and other relevant criteria for recruitments they conducted using these programs.

Rule 112 Eligible Lists

Sec.112.6 Priority of Eligible Lists

The categories of eligible lists including those resulting under rules 111 Examination and 111A Position-Based Testing are as follows:

- promotive only;
- flexible staffing;
- provisional-to-permanent;
- exempt-to-permanent;
- exempt P103 Per Diem Nurse-to-permanent 2320 Registered Nurse;
- combined promotive and entrance; and
- entrance lists.

Subject to criteria submitted to and approved by the Civil Service Commission, where there is more than one category of eligible list available, the Human Resources Director has discretion, to determine the appropriate category of eligible list from which to make appointments.

Except as otherwise provided in these Rules, the order of priority of eligible lists within each category is that the earlier adopted eligible lists have priority over later adopted eligible lists.

Summary:

This amendment establishes additional eligible list types and gives the Human Resources Director discretion to determine the appropriate eligible list category from which to make appointments.

Implementation:

Departments will select the appropriate eligible list type and provide justification on the referral request form.

Decision Criteria:

- Whether the hiring department needs a “journey” level employee or has the resources to train an “entry” level employee.
- Whether the hiring department has already expended resources to train and integrate an existing employee on a Promotive-only eligible list.
- Whether the hiring department has already expended resources to train and integrate an existing Provisional on the eligible list.
- Whether the hiring department has already expended resources to train and integrate an existing Exempt employee on the eligible list.
- Whether an existing CBT/PBT list is “stale” based on lack of interest from the most recent referral/NOI.

Rule 113 Certification of Eligibles

Sec. 113.1 General Policy

113.1.2

Selection of employees from eligible lists shall be based on merit and fitness without regard to relationship, race, religion, gender, national origin, ethnicity, age, disability, gender identity, political affiliation, sexual orientation, ancestry, marital status, color, medical condition or other non-merit factors or otherwise prohibited nepotism or favoritism. Appointing officers and their designees shall be responsible for establishing non-discriminatory selection procedures which may include by way of example but not limitation, scheduling each interested eligible for interview, reviewing application materials, conducting interviews by a diverse panel, and asking job-related questions. The Civil Service Commission endorses and supports efforts to de-identify the names, address, and other personal information whenever screening determinations are conducted prior to the selection of certified eligible for interviews. Appointing officers/designees shall also be responsible for maintaining documentation of selection criteria, including efforts to de-identify eligibles' information. Departments shall make reports as requested by the Civil Service Commission on merit system issues such as recruitment, examination, and certification and selection procedures. The Human Resources Director shall report to the Civil Service Commission on the progress of the implementation of de-identification, continuous testing and entry-level certification expansion and the use of flexible staffing, promotive only, provisional-to-permanent, exempt-to-permanent, and exempt P103 Per Diem Nurse-to-permanent 2320 Registered Nurse eligible lists on an annual basis for two (2) years and thereafter on a schedule to be determined by the Civil Service Commission.

Summary:

This amendment clarifies requirements for reporting on the use of flexible staffing, promotive only, provisional-to-permanent, exempt-to-permanent and exempt P103 Per Diem Nurse-to-permanent 2320 Registered Nurse eligible lists.

Implementation:

Departments may be asked for data to support the reports to CSC.

**Civil Service Commission
Adopted Rule Changes :
Enhancing Employment
Opportunities for City Employees**

April 9th, 2025

Employment Services Forum





Agenda

- Introduction
- Purpose of Rule Changes
- Applicability
- Guidance and Discussion of Rule Changes and Implementation
- Questions

- Program to Enhance Employment Opportunities for City Employees (EEOCE)
 - Flexible Staffing Program
 - Promotive Only Program
 - Provisional and Exempt to Permanent Status Program
 - Exempt P103 Per Diem Nurse to Permanent Civil Service Status 2320 Registered Nurse Program
- CSC rule changes to implement these programs were adopted at the March 17, 2025 CSC meeting.
- Pilot program will sunset on June 30, 2027, unless extended by the CSC.

- **Volume I** Miscellaneous Classes
- **Volume IV** Municipal Transportation Agency Service-Critical



Purpose of Rule Changes

- Revives and expands the Exempt to Permanent Program established through the 48th Supplement to the Mayoral Emergency Declaration
- Provides Multiple Pathways for Exempt and Provisional Employees to become Permanent Civil Service
- Provides Multiple Pathways for Current PCS Employees Seeking Promotive Opportunities
- Adds a Separate Pathway for P103 Per Diem Nurses to become Permanent Civil Service 2320 Registered Nurses
- Expedites Examination Processes for Employees



Flexible Staffing Program

Flexible Staffing Process

- The position is budgeted at the higher-level classification in the series.
- The lower-level classification is the one that is posted publicly and open for recruitment.
- The lower-level classification job ad must clearly indicate that the position has flex staffing available.
- Employees hired in the lower classification can flex up if they meet certain criteria defined in the job ad.

Program Requirements

- Flex staffing is an all-or-nothing process so all positions in a classification within a department must be flexible staffing positions.
- An employee can only be flexed up if they were on the eligible list for the lower-level classification where the job announcement specifically mentioned the option for flexible staffing. Employees hired prior to the availability of flexible staffing for that class will not be eligible for it.
- This applies to a lower-level position being "flexed," to the next higher-level classification within a series.



Flexible Staffing Program

Flex Staffing Job Ad Template

(At the top of the page)

This is a Flex-Staffing position in accordance with [Class-Based or Position-Based] Test [CBT/PBT] Civil Service Rules.

(Under MQs in the Lower Classification CBT Job Ad)

FLEXIBLE STAFFING – Promotional Opportunities under the Flexible Staffing Program:

- Permanent incumbents in class [lower class] are eligible to advance to positions in class [higher class] after completing the [approved flex-staffing requirements].
- Promotion to class [higher class] is not automatic.



Flexible Staffing Program

Implementation

- Before moving forward with the flexible staffing program, departments should contact DHR-RAS-Managers@sfgov.org to discuss and make the request.
- Currently the flexible staffing program is only used for the Engineering series (5201 to 5203 and 5203 to 5207)
- **Flexible Staffing recruitments for Local 6 positions are only permitted for classes 7480 Power Generation Technician I to 7482 Power Generation Technician II. All other Local 6 classes are excluded from this program and flexible staffing recruitments should not be conducted.**



Flex Staffing Example

Flex Staffing Example:

The 5201 Jr. Engineer is budgeted for the 5203 Asst. Engineer and allows for flex staffing. The 5201 is posted publicly, tested, and creates an eligible list. Once an employee is hired as a 5201, and after meeting the flex-staffing criteria, they are eligible to promote to a 5203 upon the discretion of the hiring department.

5201 to 5203 Criteria used:

- Incumbent must have PCS appointment to the lower classification
- Incumbent must have completed at least one year of satisfactory service in the lower classification
- Incumbent must meet MQs for higher level class



Promotive Only Program

Promotive Only Requirements

- Only one Promotive Only eligible list can exist at a time for each classification.
- Current PCS employees in the immediate lower-level classification who have passed probation and meet the Minimum Qualifications (MQs) for the higher-level classification are eligible to be hired for a Promotive Only recruitment.

Promotive Only RTF and Job Ad

- Before RTF submission, departments must verify there are no other existing Promotive Only eligible lists for the same class.
- When submitting the RTF, departments select “Promotive Only” in the dropdown menu of the recruitment type page.
- A recruitment ID will be generated in SmartRecruiters that begins with PRO.
- Promotive Only job ads will be posted to a separate page within the SF Careers page.
- The department conducting the Promotive Only recruitment must reach out to all PCS incumbents in the lower-level classification, notifying them of the Promotive Only recruitment.



Promotive Only Program

Promotional Only Job Ad Template

(Job Title)

Promotive Only – (Job Title) (Class Code) - Citywide (Eligible List ID)

(At the top of the page)

FOR CURRENT CITY EMPLOYEES ONLY. This is a Promotional Only position in accordance with Class-Based Test (CBT) Civil Service Rules. This recruitment is restricted to current permanent civil service employees of the City and County of San Francisco, San Francisco Unified School District, or San Francisco City College who are working in class *[the immediate lower classification to the one being recruited for in this posting]*.

(MQs)

- Current Permanent Civil Service City Employee in Class XXXX *[with the class being the immediate lower-level classification of the occupational series]*, who has passed probation.
Note: *Applicants do not need to have passed probation to apply, but they must have passed probation to be hired.*
- [Standard MQs per Class Specifications]



Promotive Only Program

Promotive Only Screening

- Applicants must currently be in the lower-level classification in a PCS capacity.
- Previous outside experience can be considered when determining if the applicant meets the experience MQs for the position.
- The PQ will include the following question:
 - Are you a current City and County of San Francisco, San Francisco Unified School District, or San Francisco City College employee, working in the immediate lower classification to the position being advertised?
 - Yes
 - No (knockout question)

Promotive Only Testing

- A simplified and expedited exam process, such as a Training and Experience Evaluation (T&E), should be conducted.
- If using a T&E, below is an example of point distribution:
 - Meeting MQs: 700 points
 - Additional qualifying experience between 1 year and 1 year and 11 months: 800 points
 - Additional qualifying experience between 2 years and 2 years and 11 months: 900 points
 - Additional qualifying experience between 3 years and 3 years and 11 months: 1000 points
- Veteran's points are not applicable. Follow standard CBT guidelines for Promo Point credit.
- There will be no banding or rounding of scores.
- All resulting eligible lists will be Rule of the List.



Promotive Only Program

- Promotive Only eligible lists must have a 6-month duration. Extensions may be requested.
- As with all selections, departments are required to first verify eligibles' qualifications (including passing probation) prior to appointment.
- Promotive only recruitments for MCCP positions requires approval from DHR. Requests may be submitted to **DHR-RAS-Managers@sfgov.org** prior to proceeding.
- Promotive only recruitments for Local 6 positions are exempted from this program and should not be conducted.



Provisional and Exempt to Permanent Program

Provisional to Permanent – RTF and Job Ad	Exempt to Permanent – RTF and Job Ad
Only one Provisional to Permanent eligible list can exist at a time for each classification.	Only one Exempt to Permanent eligible list can exist at a time for each classification.
Current provisional City employees in the recruitment classification who have worked for at least 2,080 hours in their provisional appointment in the recruitment classification are eligible.	Current exempt City employees in the recruitment classification who have worked for at least 2,080 hours in their exempt category 16, 17 or 18 appointment in the recruitment classification are eligible.
Before RTF submission, departments must verify there are no other existing Provisional to Permanent eligible lists for the same class.	Before RTF submission, departments must verify there are no other existing Exempt to Permanent eligible lists for the same class.
When submitting the RTF, departments select “Provisional to Permanent” in the dropdown menu of the recruitment type page.	When submitting the RTF, departments select “Exempt to Permanent” in the dropdown menu of the recruitment type page.
A recruitment ID will be generated in SmartRecruiters that begins with PTP.	A recruitment ID will be generated in SmartRecruiters that begins with ETP.
Provisional to Permanent job ads will be posted to a separate page within the SF Careers page.	Exempt to Permanent job ads will be posted to a separate page within the SF Careers page.
The department conducting the Provisional to Permanent recruitment must reach out to all provisional incumbents who have been in their current provisional appointment in the recruitment classification for a year or more, notifying them of the Provisional to Permanent recruitment.	The department conducting the Exempt to Permanent recruitment must reach out to all category 16, 17 and 18 exempt incumbents in the recruitment classification, notifying them of the Exempt to Permanent recruitment.



Provisional and Exempt to Permanent Program

Provisional to Permanent Job Ad Templates

(Job Title)

Provisional to Permanent – Job Title (Class Code)
Citywide (Eligible List ID)

(At the top of the page)

FOR CURRENT CITY EMPLOYEES ONLY. This is a Provisional to Permanent position in accordance with Class-Based Test (CBT) Civil Service Rules. This recruitment is restricted to current provisional employees of the City and County of San Francisco, San Francisco Unified School District, or San Francisco City College, working within the posted classification.

(MQs)

- 1) Current Provisional Employee in Class XXXX who has worked at least 2,080 hours in Class XXXX.
- 2) (Standard MQs per Class Specifications)

Exempt to Permanent Job Ad Templates

(Job Title)

Exempt to Permanent – Job Title (Class Code)
Citywide (Eligible List ID)

(At the top of the page)

FOR CURRENT CITY EMPLOYEES ONLY. This is an Exempt to Permanent position in accordance with Class-Based Test (CBT) Civil Service Rules. This recruitment is restricted to current category 16, 17 and 18 exempt employees of the City and County of San Francisco, San Francisco Unified School District, or San Francisco City College, working within the posted classification.

(MQs)

- 1) Current Category 16, 17 or 18 Exempt Employee in Class XXXX who has worked at least 2,080 hours in Class XXXX.
- 2) (Standard MQs per Class Specifications)



Provisional and Exempt to Permanent Program

Provisional to Permanent – Screening

Applicants must be current provisional employee in the recruitment classification and have worked 2,080 hours in their provisional appointment in the recruitment classification

- The PQ will include the following questions:
 - Are you a current City and County of San Francisco, San Francisco Unified School District, or San Francisco City College employee, working in a provisional appointment in the advertised job class?
 - Yes
 - No (knockout question)
 - Have you worked 2,080 hours or more as a provisional employee in the advertised job class?
 - Yes
 - No (knockout question)

Confirm applicants have 1 year provisional experience in the recruitment classification via PeopleSoft seniority report.

Exempt to Permanent – Screening

Applicants must be current category 16, 17 or 18 exempt employee in the recruitment classification and have worked 2,080 hours in a category 16, 17 or 18 exempt appointment in the recruitment classification

- The PQ will include the following questions:
 - Are you a current City and County of San Francisco, San Francisco Unified School District, or San Francisco City College employee, working in a category 16, 17 or 18 exempt appointment in the advertised job class?
 - Yes
 - No (knockout question)
 - Have you worked 2,080 hours or more as a category 16, 17 or 18 exempt employee in the advertised job class?
 - Yes
 - No (knockout question)

Confirm applicants have 1 year category 16, 17 or 18 exempt experience in the recruitment classification via PeopleSoft seniority report.



Provisional and Exempt to Permanent Program

Example of E2P / P2P Screening:

- Pull the Seniority Report for the recruitment classification to view the names and appointment dates of those provisional or exempt in the classification.
- Check appointment date to confirm 1 year (2,080 hours) worked.
- For those exempt with less than one year in current appointment, check Peoplesoft for additional qualifying exempt appointments in the recruitment classification.

Job Code	Sen Group	Empl Class	Full/Part	Rank	Last	First Name	Position	Descr2	Appointment Dt
1241	DPH	TEX	A	0.00			01157823	DPH	3/17/2025
1241	HOM	TEX	F	0.00			01140315	HOM	2/10/2025
1241	USD	PEX	F	0.00			01156301	USD	1/15/2025
1241	DPH	TEX	F	0.00			01133057	DPH	12/21/2024
1241	PRT	TEX	F	0.00			01150336	PRT	12/21/2024
1241	ADM	TEX	F	0.00			01097374	ADM	11/23/2024
1241	PUC	TEX	F	0.00			01157423	PUC	11/12/2024
1241	PUC	PEX	F	0.00			01156872	PUC	11/9/2024
1241	DPH	TEX	F	0.00			01154437	DPH	11/9/2024
1241	USD	PEX	F	0.00			01157320	USD	11/6/2024
1241	PUC	TEX	F	0.00			01143543	PUC	10/15/2024
1241	HSA	TEX	F	0.00			01112977	HSA	9/28/2024
1241	POL	TEX	F	0.00			01131675	POL	8/24/2024
1241	DPH	TEX	F	0.00			01154438	DPH	8/3/2024
1241	HSA	TEX	F	0.00			01120141	HSA	8/3/2024
1241	HSA	TEX	F	0.00			01153926	HSA	6/30/2024
1241	HSA	TEX	F	0.00			01112977	HSA	6/22/2024
1241	PUC	TEX	F	0.00			01143682	PUC	6/8/2024
1241	HSA	TEX	F	0.00			01114890	HSA	4/13/2024
1241	PUC	TEX	F	0.00			01123062	PUC	3/30/2024
1241	REC	TEX	A	0.00			01156217	REC	3/16/2024
1241	HSA	TEX	F	0.00			01112977	HSA	3/16/2024
1241	HSA	TEX	F	0.00			01120141	HSA	3/2/2024
1241	USD	PEX	F	0.00			01159953	USD	2/28/2024
1241	HRD	PEX	F	0.00			01154888	HRD	1/8/2024
1241	MTA	TEX	F	0.00			01155368	MTA	1/6/2024
1241	DPH	TEX	F	0.00			01146997	DPH	9/30/2023
1241	MTA	TEX	F	0.00			01153279	MTA	8/28/2023
1241	HSA	TEX	F	0.00			01153926	HSA	8/5/2023
1241	PUC	PEX	F	0.00			01113566	PUC	6/24/2023
1241	USD	PEX	F	0.00			01154079	USD	6/5/2023
1241	USD	PEX	F	0.00			01151168	USD	4/3/2023
1241	MTA	TEX	F	0.00			01151041	MTA	12/10/2022
1241	HRD	PEX	F	0.00			01125141	HRD	1/22/2022
1241	REC	TEX	A	0.00			01129952	REC	4/11/2015



Provisional and Exempt to Permanent Program

Provisional to Permanent – Testing

A simplified and expedited exam process, such as a Training and Experience Evaluation (T&E), should be conducted.

- If using a T&E, below is an example of point distribution:
 - Meeting MQs: 700 points
 - Additional (exempt/provisional) experience between 1 year and 1 year and 11 months: 800 points
 - Additional (exempt/provisional) experience between 2 years and 2 years and 11 months; 900 points
 - Additional (exempt/provisional) experience between 3 years and 3 years and 11 months: 1000 points

All candidates are eligible for promotional credit, except those applying for entry-level classifications. Veteran's points do not apply.

There will be no banding or rounding of scores.

All resulting eligible lists will be Rule of the List.

Exempt to Permanent – Testing

A simplified and expedited exam process, such as a Training and Experience Evaluation (T&E), should be conducted.

- If using a T&E, below is an example of point distribution:
 - Meeting MQs: 700 points
 - Additional (exempt/provisional) experience between 1 year and 1 year and 11 months: 800 points
 - Additional (exempt/provisional) experience between 2 years and 2 years and 11 months; 900 points
 - Additional (exempt/provisional) experience between 3 years and 3 years and 11 months: 1000 points

All candidates are eligible for promotional credit, except those applying for entry-level classifications. Veteran's points do not apply.

There will be no banding or rounding of scores.

All resulting eligible lists will be Rule of the List.



Provisional and Exempt to Permanent Program

- Provisional to Permanent and Exempt to Permanent eligible lists must have a 6-month duration. Extensions may be requested.
- As with all selections, departments are required to first verify eligibles' qualifications (including that they have worked 2,080 hours in the provisional or exempt appointment) prior to appointment.
- Exempt to Permanent lists and Provisional to Permanent lists will be separate from each other. Exempt experience cannot be used to qualify for a provisional to permanent recruitment and provisional experience cannot be used to qualify for an exempt to permanent recruitment.
 - **Example:** If an applicant has served 2 months as a TEX 1404 and 10 months as a TPV 1404, they would not qualify for either a Provisional to Permanent 1404 recruitment or an Exempt to Permanent 1404 recruitment.
- Provisional to Permanent and Exempt to Permanent recruitments for Local 6 positions are exempted from this program and should not be conducted.



Exempt P103 Per Diem Nurse to Permanent Civil Service Status 2320 Registered Nurse Program


- There can only be one Exempt P103 Per Diem to Permanent Civil Service Status 2320 Registered Nurse list.
- Departments should submit an RTF by selecting “Exempt P103 to Permanent 2320” in the dropdown menu of the recruitment type page.
- A recruitment ID will be generated in SmartRecruiters that begins with EPP.
- Departments conducting the Exempt P103 Per Diem to Permanent Civil Service Status 2320 Registered Nurse recruitment must contact all current exempt P103 employees to notify them of the job ad prior to or at the time of posting.
- For MQ review purposes, only those employees that are exempt P103 and have worked at least six months (1,040 hours) with no break in service should move on to the next phase of the examination process.
- A simplified and expedited exam process, such as a Training and Experience Evaluation (T&E), should be conducted.
- As with all selections, departments are required to first verify eligibles’ qualifications (including that they have worked at least 1,040 hours as a P103) prior to appointment.
- Exempt P103 Per Diem to Permanent Civil Service Status 2320 Registered Nurse lists will have a duration determined by the Department of Public Health(DPH).



Justification for Eligible List Selection

- Selection criteria when there are more than one eligible list in the classification
- Updated Referral ESR with selection criteria
- Must indicate:
 - List type (Traditional vs EEOCE)
 - Selection Criteria
 - Justification

City and County of San Francisco
Carol Isen
Human Resources Director



CERTIFICATION/MODIFICATION
Department of Human Resources
Connecting People with Purpose
www.sfdhr.org

Date of Request: Department:
Department Contact: Email: Phone:

SECTION I: REQUEST INFORMATION
Type of Request: Recruitment ID:
If Certification, select type: Type: Job Code: List ID:
Is this a borrowed PBT list? Yes No If yes, select the department code:
Required documentation must be attached. For information on required documentation, click here: [Required Documents](#)
If Modification, select type: Certification Date:
A formal letter of justification on department letterhead is required for all modifications and must be attached.

SECTION II: POSITION NUMBERS (If more than ten (10) positions, please attach list of positions)
1. 2. 3. 4. 5.
6. 7. 8. 9. 10.

NOTES SECTION (for manually created PRSP jobs, please list REF ID numbers here.)

SECTION III: ELIGIBLE LIST SELECTION (Use to justify choice between "Traditional" and "EEOCE" (Enhancing Employment Opportunities for City Employees) eligible lists in accordance with CSC Rules (Sec. 112.6).)

Traditional Eligible List (CBT/PBT):

- No other EEOCE eligible list for this classification/position exists
- Department needs "entry" level employee and has resources to train
- Department has no existing incumbent trained for the position
- Existing CBT/PBT is "fresh" with many eligibles from which to choose

EEOCE Eligible List (ETP/PTP/PRO/EPP):

- No other CBT/PBT eligible list for this classification/position exists
- Department needs "journey" level employee with City experience in the class or series
- Department already expended resources to train and integrate an existing employee
- Existing CBT/PBT is "stale" based on lack of interest from the most recent referral/NOI
- Existing CBT/PBT is more than two years old or set to expire soon

Justification: Briefly explain the selection(s) made above.

SECTION IV: DHR REVIEW (DHR Use Only)
Status: Action Taken: Position Number(s):

Certification/Modification Certified By: Date:
Comments:



Selection Criteria

Traditional Eligible List (CBT/PBT):

- No other EEOCE eligible list for this classification/position exists
- Department needs “entry” level employee and has resources to train
- Department has no existing incumbent trained for the position
- Existing CBT/PBT is “fresh” with many eligibles from which to choose

EEOCE Eligible List (ETP/PTP/PRO/EPP):

- No other CBT/PBT eligible list for this classification/position exists
- Department needs “journey” level employee with City experience in the class or series
- Department already expended resources to train and integrate an existing employee
- Existing CBT/PBT is “stale” based on lack of interest from the most recent referral/NOI
- Existing CBT/PBT is more than two years old or set to expire soon



Verification of Minimum Qualifications and Probation Periods

- All employees, including provisional and exempt employees, must meet the minimum qualifications for the positions they are hired into at the time of hire.
- Departments must be able to provide documentation that the employee met the minimum qualifications when they were hired into the provisional or exempt position.
- Experience gained as a provisional or exempt in a classification cannot be used to qualify for that classification.
- Departments should check the MOU when determining the probationary period for promotive, provisional to permanent and exempt to permanent hires.

- New recruitment types should be added to Peoplesoft by May 1st
- Prior to conducting a Promotive Only, Provisional to Permanent or Exempt to Permanent Recruitment, departments should determine if their employee(s) are already on an eligible list and that the department has a permanent position available to fill.
- DHR Exams team will be conducting some E2P recruitments.



Resources

- Employment Services
 - Client Services Consulting
 - Referral Team
 - Exam Team
- HR eLibrary

Questions and Discussion

Attachment C: EEOCE Program Eligible Lists Adopted Between March 17, 2025 and April 30, 2026

Recruitment Type	Job Code and Title	Eligible List Adoption Date	Eligible List ID	Number of Eligibles
Exempt to Permanent	0922-Manager I	6/13/2025	E10141	22
Exempt to Permanent	0922-Manager I	11/25/2025	E10180	19
Exempt to Permanent	0923-Manager II	6/26/2025	E10142	25
Exempt to Permanent	0923-Manager II	11/25/2025	E10181	14
Exempt to Permanent	0931-Manager III	7/30/2025	E10143	30
Exempt to Permanent	0931-Manager III	12/10/2025	E10182	20
Exempt to Permanent	0932-Manager IV	9/30/2025	E10144	12
Exempt to Permanent	0932-Manager IV	4/1/2026	E10187	12
Exempt to Permanent	0933-Manager V	7/30/2025	E10145	10
Exempt to Permanent	0933-Manager V	12/10/2025	E10183	3
Exempt to Permanent	0941-Manager VI	9/5/2025	E10146	4
Exempt to Permanent	0942-Manager VII	1/9/2026	E10147	2
Exempt to Permanent	1044-IS Engineer-Principal	12/12/2025	161489	4
Exempt to Permanent	1053-IS Business Analyst-Senior	7/18/2025	157523	17
Exempt to Permanent	1062-IS Programmer Analyst	3/12/2026	162397	1
Exempt to Permanent	1070-IS Project Director	7/25/2025	158197	6
Exempt to Permanent	1091-IT Operations Support Administrator I	10/14/2025	E10179	3
Exempt to Permanent	1204-Senior Personnel Clerk	8/1/2025	E10175	8
Exempt to Permanent	1218-Payroll Supervisor	6/9/2025	156412	1
Exempt to Permanent	1232-Training Officer	8/5/2025	E10170	14
Exempt to Permanent	1241-Human Resources Analyst	8/28/2025	E10149	18
Exempt to Permanent	1244-Senior Human Resources Analyst	9/8/2025	E10150	20
Exempt to Permanent	1246-Principal Human Resources Analyst	1/23/2026	163001	7
Exempt to Permanent	1250-Recruiter	1/15/2026	161262	8
Exempt to Permanent	1314-Public Relations Officer	8/1/2025	E10168	14
Exempt to Permanent	1408-Principal Clerk	2/9/2026	158972	8
Exempt to Permanent	1410-Chief Clerk	2/9/2026	158973	2
Exempt to Permanent	1684-Auditor II	2/19/2026	E10185	2
Exempt to Permanent	1686-Auditor III	2/19/2026	E10186	1
Exempt to Permanent	1820-Junior Administrative Analyst	7/7/2025	E10151	15
Exempt to Permanent	1822-Administrative Analyst	8/27/2025	E10152	41
Exempt to Permanent	1822-Administrative Analyst	3/19/2026	163737	21
Exempt to Permanent	1823-Senior Administrative Analyst	8/27/2025	E10153	60
Exempt to Permanent	1824-Principal Administrative Analyst	7/14/2025	E10154	45
Exempt to Permanent	1825-Principal Administrative Analyst II	3/3/2026	160485	9

Attachment C: EEOCE Program Eligible Lists Adopted Between March 17, 2025 and April 30, 2026

Exempt to Permanent	1840-Junior Management Assistant	10/14/2025	E10156	29
Exempt to Permanent	1842-Management Assistant	10/14/2025	E10157	26
Exempt to Permanent	1844-Senior Management Assistant	10/14/2025	E10158	20
Exempt to Permanent	1942-Assistant Materials Coordinator	3/16/2026	163759	3
Exempt to Permanent	2119-Health Care Analyst	8/12/2025	E10171	1
Exempt to Permanent	2328-Nurse Practitioner	10/27/2025	E10159	8
Exempt to Permanent	2484-Biologist III	7/28/2025	157644	1
Exempt to Permanent	2586-Health Worker II	8/13/2025	E10160	9
Exempt to Permanent	2587-Health Worker III	7/29/2025	E10169	6
Exempt to Permanent	2589-Health Program Coordinator I	7/24/2025	E10165	4
Exempt to Permanent	2591-Health Program Coordinator II	7/24/2025	E10166	5
Exempt to Permanent	2593-Health Program Coordinator III	7/24/2025	E10167	4
Exempt to Permanent	2820-Senior Health Program Planner	9/19/2025	E10178	3
Exempt to Permanent	2903-Hospital Eligibility Worker	2/23/2026	E10161	2
Exempt to Permanent	2913-Program Specialist	9/30/2025	159234	16
Exempt to Permanent	2920-Medical Social Worker	8/28/2025	E10163	2
Exempt to Permanent	3434-Arborist Technician	9/16/2025	E10176	5
Exempt to Permanent	4220-Tax Auditor-Appraiser	12/16/2025	162247	1
Exempt to Permanent	4224-Principal Tax Auditor-Appraiser	11/20/2025	161537	2
Exempt to Permanent	5291-Planner III	3/5/2026	162982	3
Exempt to Permanent	5310-Survey Assistant I	1/26/2026	161396	1
Exempt to Permanent	5312-Survey Assistant II	1/26/2026	161398	1
Exempt to Permanent	5320-Illustrator And Art Designer	12/15/2025	160914	4
Exempt to Permanent	5364-Engineering Associate I	9/10/2025	159189	2
Exempt to Permanent	5366-Engineering Associate II	3/3/2026	163662	1
Exempt to Permanent	5602-Utility Specialist	1/29/2026	162740	5
Exempt to Permanent	5620-Regulatory Specialist	4/2/2026	163959	3
Exempt to Permanent	6317-Assistant Construction Inspector	2/5/2026	161940	5
Exempt to Permanent	6319-Senior Construction Inspector	3/20/2026	163743	2
Exempt to Permanent	7219-Maintenance Scheduler	8/11/2025	158633	1
Exempt to Permanent	7226-Carpenter Supervisor I	1/6/2026	161920	1
Exempt to Permanent	7262-Maintenance Planner	1/27/2026	163182	1
Exempt to Permanent	7281-Street Environmental Services Operations Supervi	3/30/2026	164563	2
Exempt to Permanent	7346-Painter	2/11/2026	163178	6
Exempt to Permanent	7360-Pipe Welder	11/14/2025	160928	1
Exempt to Permanent	7381-Automotive Mechanic	10/23/2025	159611	1

Attachment C: EEOCE Program Eligible Lists Adopted Between March 17, 2025 and April 30, 2026

Exempt to Permanent	7502-Asphalt Worker	3/13/2026	162427	2
Exempt to Permanent	7514-General Laborer	2/20/2026	163521	9
Exempt to Permanent	7524-Institution Utility Worker	2/9/2026	162495	4
Exempt to Permanent	8118-Legislative Clerk	3/23/2026	159164	1
Exempt to Permanent	9252-Communications Specialist	10/29/2025	160292	3
Exempt to Permanent	9708-Employment & Training Specialist VI	10/2/2025	158420	1
Exempt to Permanent	9772-Community Development Specialist	2/18/2026	163565	9
Exempt to Permanent	9774-Senior Community Development Specialist I	1/6/2026	161826	11
Promotive Exam	1054-IS Business Analyst-Principal	10/3/2025	157361	77
Promotive Exam	1408-Principal Clerk	12/5/2025	160155	142
Promotive Exam	1664-Patient Accounts Manager	12/23/2025	161585	3
Promotive Exam	2587-Health Worker III	12/31/2025	157754	68
Promotive Exam	6124-Principal Environmental Health Inspector	3/6/2026	163746	13
Promotive Exam	8126-Senior Investigator, Department of Police Account	11/13/2025	161129	4
Promotive Exam	9204-Airport Communications Supervisor	2/5/2026	161378	2
Provisional to Permanent	1052-IS Business Analyst	4/6/2026	164702	2
Provisional to Permanent	1093-IT Operations Support Administrator III	4/15/2026	164745	3
Provisional to Permanent	1094-IT Operations Support Administrator IV	3/5/2026	160869	3
Provisional to Permanent	1231-Equal Employment Opportunity Programs Senior	9/11/2025	158836	2
Provisional to Permanent	1233-Equal Employment Opportunity Programs Special	3/10/2026	162599	1
Provisional to Permanent	1246-Principal Human Resources Analyst	10/27/2025	158805	1
Provisional to Permanent	1406-Senior Clerk	1/26/2026	162461	4
Provisional to Permanent	1825-Principal Administrative Analyst II	12/29/2025	159711	1
Provisional to Permanent	3374-Volunteer/Outreach Coordinator	3/24/2026	162634	4
Provisional to Permanent	3426-Forester	4/3/2026	163757	1
Provisional to Permanent	3434-Arborist Technician	10/17/2025	160007	6
Provisional to Permanent	5177-Safety Officer	11/20/2025	155588	1
Provisional to Permanent	5261-Architectural/Landscape Architectural Assistant II	4/20/2026	163957	10
Provisional to Permanent	5262-Landscape Architectural Associate 1	3/23/2026	155557	4
Provisional to Permanent	5330-Graphics Supervisor	12/11/2025	155572	1
Provisional to Permanent	7120-Buildings And Grounds Maintenance Superintend	1/30/2026	163127	2
Provisional to Permanent	7208-Heavy Equipment Operations Supervisor	12/9/2025	161021	1
Provisional to Permanent	7241-Senior Maintenance Controller	2/13/2026	159615	1
Provisional to Permanent	7315-Automotive Machinist Assistant Supervisor	2/13/2026	159713	2
Provisional to Permanent	9343-Roofer	10/14/2025	TP0001	2
Provisional to Permanent	9770-Community Development Assistant	1/16/2026	162393	1

Attachment C: EEOCE Program Eligible Lists Adopted Between March 17, 2025 and April 30, 2026

Provisional to Permanent	9772-Community Development Specialist	11/7/2025	160390	4
Provisional to Permanent	9774-Senior Community Development Specialist I	11/7/2025	160342	8

Attachment D: EEOCE Program Hires by Classification from March 17, 2025 to April 30, 2026

Recruitment Type	Job Code and Title	Eligible List Adoption Date	Eligible List ID	Number of Hires
Exempt to Permanent	0922-Manager I	6/13/2025	E10141	8
Exempt to Permanent	0922-Manager I	11/25/2025	E10180	1
Exempt to Permanent	0923-Manager II	6/26/2025	E10142	11
Exempt to Permanent	0923-Manager II	11/25/2025	E10181	4
Exempt to Permanent	0931-Manager III	7/30/2025	E10143	3
Exempt to Permanent	0931-Manager III	12/10/2025	E10182	2
Exempt to Permanent	0932-Manager IV	9/30/2025	E10144	3
Exempt to Permanent	0933-Manager V	7/30/2025	E10145	3
Exempt to Permanent	0941-Manager VI	9/5/2025	E10146	2
Exempt to Permanent	1044-IS Engineer-Principal	12/12/2025	161489	1
Exempt to Permanent	1053-IS Business Analyst-Senior	7/18/2025	157523	2
Exempt to Permanent	1062-IS Programmer Analyst	3/12/2026	162397	1
Exempt to Permanent	1070-IS Project Director	7/25/2025	158197	1
Exempt to Permanent	1091-IT Operations Support Administrator I	10/14/2025	E10179	3
Exempt to Permanent	1204-Senior Personnel Clerk	8/1/2025	E10175	1
Exempt to Permanent	1218-Payroll Supervisor	6/9/2025	156412	1
Exempt to Permanent	1232-Training Officer	8/5/2025	E10170	4
Exempt to Permanent	1241-Human Resources Analyst	8/28/2025	E10149	1
Exempt to Permanent	1244-Senior Human Resources Analyst	9/8/2025	E10150	3
Exempt to Permanent	1246-Principal Human Resources Analyst	1/23/2026	163001	3
Exempt to Permanent	1250-Recruiter	1/15/2026	161262	1
Exempt to Permanent	1314-Public Relations Officer	8/1/2025	E10168	3
Exempt to Permanent	1820-Junior Administrative Analyst	7/7/2025	E10151	4
Exempt to Permanent	1822-Administrative Analyst	8/27/2025	E10152	9
Exempt to Permanent	1823-Senior Administrative Analyst	8/27/2025	E10153	13
Exempt to Permanent	1824-Principal Administrative Analyst	7/14/2025	E10154	15
Exempt to Permanent	1825-Principal Administrative Analyst II	3/3/2026	160485	1
Exempt to Permanent	1840-Junior Management Assistant	10/14/2025	E10156	3
Exempt to Permanent	1842-Management Assistant	10/14/2025	E10157	5
Exempt to Permanent	1844-Senior Management Assistant	10/14/2025	E10158	13
Exempt to Permanent	2484-Biologist III	7/28/2025	157644	1
Exempt to Permanent	2591-Health Program Coordinator II	7/24/2025	E10166	2
Exempt to Permanent	2593-Health Program Coordinator III	7/24/2025	E10167	1
Exempt to Permanent	2820-Senior Health Program Planner	9/19/2025	E10178	1

Attachment D: EEOCE Program Hires by Classification from March 17, 2025 to April 30, 2026

Exempt to Permanent	2913-Program Specialist	9/30/2025	159234	3
Exempt to Permanent	2920-Medical Social Worker	8/28/2025	E10163	1
Exempt to Permanent	3434-Arborist Technician	9/16/2025	E10176	5
Exempt to Permanent	4220-Tax Auditor-Appraiser	12/16/2025	162247	1
Exempt to Permanent	4224-Principal Tax Auditor-Appraiser	11/20/2025	161537	1
Exempt to Permanent	5291-Planner III	3/5/2026	162982	2
Exempt to Permanent	5310-Survey Assistant I	1/26/2026	161396	1
Exempt to Permanent	5312-Survey Assistant II	1/26/2026	161398	1
Exempt to Permanent	5320-Illustrator And Art Designer	12/15/2025	160914	2
Exempt to Permanent	5364-Engineering Associate I	9/10/2025	159189	2
Exempt to Permanent	5602-Utility Specialist	1/29/2026	162740	3
Exempt to Permanent	6317-Assistant Construction Inspector	2/5/2026	161940	1
Exempt to Permanent	6319-Senior Construction Inspector	3/20/2026	163743	1
Exempt to Permanent	7219-Maintenance Scheduler	8/11/2025	158633	1
Exempt to Permanent	7226-Carpenter Supervisor I	1/6/2026	161920	1
Exempt to Permanent	7262-Maintenance Planner	1/27/2026	163182	1
Exempt to Permanent	7281-Street Environmental Services Operations Supervisor	3/30/2026	164563	1
Exempt to Permanent	7346-Painter	2/11/2026	163178	1
Exempt to Permanent	7381-Automotive Mechanic	10/23/2025	159611	1
Exempt to Permanent	7502-Asphalt Worker	3/13/2026	162427	2
Exempt to Permanent	7514-General Laborer	2/20/2026	163521	1
Exempt to Permanent	9252-Communications Specialist	10/29/2025	160292	2
Exempt to Permanent	9708-Employment & Training Specialist VI	10/2/2025	158420	1
Exempt to Permanent	9772-Community Development Specialist	2/18/2026	163565	1
Exempt to Permanent	9774-Senior Community Development Specialist I	1/6/2026	161826	1
Promotive	1054-IS Business Analyst-Principal	10/3/2025	157361	1
Promotive	1408-Principal Clerk	12/5/2025	160155	3
Promotive	8126-Senior Investigator, Department of Police Accountability	11/13/2025	161129	1
Promotive	9204-Airport Communications Supervisor	2/5/2026	161378	2
Provisional to Permanent	1094-IT Operations Support Administrator IV	3/5/2026	160869	1
Provisional to Permanent	1231-Equal Employment Opportunity Programs Senior Specialist	9/11/2025	158836	2
Provisional to Permanent	1233-Equal Employment Opportunity Programs Specialist	3/10/2026	162599	1

Attachment D: EEOCE Program Hires by Classification from March 17, 2025 to April 30, 2026

Provisional to Permanent	1246-Principal Human Resources Analyst	10/27/2025	158805	1
Provisional to Permanent	1406-Senior Clerk	1/26/2026	162461	4
Provisional to Permanent	1825-Principal Administrative Analyst II	12/29/2025	159711	1
Provisional to Permanent	3374-Volunteer/Outreach Coordinator	3/24/2026	162634	3
Provisional to Permanent	3434-Arborist Technician	10/17/2025	160007	1
Provisional to Permanent	5177-Safety Officer	11/20/2025	155588	1
Provisional to Permanent	5330-Graphics Supervisor	12/11/2025	155572	1
Provisional to Permanent	7208-Heavy Equipment Operations Supervisor	12/9/2025	161021	1
Provisional to Permanent	7241-Senior Maintenance Controller	2/13/2026	159615	1
Provisional to Permanent	7315-Automotive Machinist Assistant Supervisor	2/13/2026	159713	1
Provisional to Permanent	9343-Roofer	10/14/2025	TP0001	1
Provisional to Permanent	9770-Community Development Assistant	1/16/2026	162393	1
Provisional to Permanent	9772-Community Development Specialist	11/7/2025	160390	4
Provisional to Permanent	9774-Senior Community Development Specialist I	11/7/2025	160342	7

Attachment E: EEOCE Program Hires by Department

Department	Number of EEOCE Hires
Public Utilities Commission	37
Department of Early Childhood	20
Airport Commission	17
Department of Public Works	15
Department of Public Health	13
Human Services Agency	12
City Administrator	11
Recreation and Parks Department	9
Department of Homelessness and Supportive Housing Services	8
Arts Commission	8
Office of the Assessor-Recorder	6
Department of Children, Youth and Their Families	5
Department of Human Resources	5
Department of Elections	4
Human Rights Commission	4
Department of Building Inspection	4
San Francisco Police Department	4
Planning Department	3
Ethics Commission	3
Department of Emergency Management	2
San Francisco Employees Retirement System	2
Juvenile Probation Department	2
Office of the Treasurer/Tax Collector	2
San Francisco Public Library	2
Office of the Controller	2
Department of the Environment	2
Rent Arbitration Board	1
Adult Probation	1
San Francisco Fire Department	1
Department of Police Accountability	1
Board of Supervisors	1
Grand Total	207