



**Request for City Council Committee Action
From the Department of Regulatory Services**

Date January 25, 2007
To Council Member Paul Ostrow, Chair
Ways & Means Committee

Subject Request approval for step 7 of Plans Examiner I for Mumtaz Anwar

Recommendation

The Department of Operations & Regulatory Services requests your approval to hire Mr. Mumtaz Anwar at step 7, of the salary scale for Plans Examiner I, Construction Code Services, in the Plan Review Unit.

Prepared by: Patrick Higgins, Building Official, Construction Inspection Services

Approved by:

Henry Reimer, Director, Inspection Services

Rocco Forte, Asst. City Coordinator, Emergency Preparedness,
Regulatory Services

Pam French, Human Resources Director

Presenters in Committee: Allan D. Olson, Manager, Construction Inspection Services

Financial Impact (Check those that apply)

No financial impact - or - Action is within current department budget.
(If checked, go directly to Background/Supporting Information)

Action requires an appropriation increase to the Capital Budget

Action requires an appropriation increase to the Operating Budget

Action provides increased revenue for appropriation increase

Action requires use of contingency or reserves

Other financial impact (Explain):

Request provided to the Budget Office when provided to the Committee Coordinator

Community Impact (use any categories that apply)

Neighborhood Notification

City Goals

Comprehensive Plan

Zoning Code

Other

Background

We are seeking to fill the position of plans examiner I in the Construction Code Services Division with the top candidate for the position, Mumtaz Anwar. Due to the fact that his level of education, and directly related experience exceeds the minimum requirements for the job, we are seeking approval to offer him 7th step of the plans examiner I pay scale.

To obtain the necessary minimum requirements listed on the job application one must be a highly trained individual with hands on experience.

We believe starting him at Step 7 is a reasonable request.