City of Portland
Bureau of
Human Resources
Knowledgeable | Helpful | Responsive

City of Portland

1100-Office of the City Auditor

Bureau Affirmative Action Reports

July 2012 Annual Reports

Quarter 4 Reporting Period
(07/01/2011 to 06/30/2012)

Job Group Analysis Summary By EEO Category Report

Job Group Analysis Summary by EEO Code

EEO Code & Description		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1 - Officials & Administrators	#	4	7	0	1	2	0	0	1		
14 Employees	%	28.57	50.00	0.00	7.14	14.29	0.00	0.00	7.14		
2 - Professionals	#	1	11	1	0	0	0	0	0		
17 Employees	%	5.88	64.71	5.88	0.00	0.00	0.00	0.00	0.00		
6 - Administrative Support	#	0	10	0	0	0	0	0	0		
13 Employees	%	0.00	76.92	0.00	0.00	0.00	0.00	0.00	0.00		
44 Employees **Totals**	#	5	28	1	1	2	0	0	1		
	%	11.36	63.64	2.27	2.27	4.55	0.00	0.00	2.27		

Job Group Analysis Summary Report

Job Group Analysis Summary

Job Group & Name	EEO Code		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1FL - Officials/Admin - Financial		#	0	0	0	0	0	0	0	0		
1 Employee	1	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
1GA - Officials/Admin - General Administrative		#	2	6	0	1	0	0	0	1		
10 Employees	1	%	20.00	60.00	0.00	10.00	0.00	0.00	0.00	10.00		
1PM - Officials/Admin - Program Management		#	2	1	0	0	2	0	0	0		
3 Employees	1	%	66.67	33.33	0.00	0.00	66.67	0.00	0.00	0.00		
2CR - Professionals - Community Relations		#	0	1	0	0	0	0	0	0		
2 Employees	2	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		
2GA - Professionals - General Administrative		#	1	9	1	0	0	0	0	0		
11 Employees	2	%	9.09	81.82	9.09	0.00	0.00	0.00	0.00	0.00		
2IT - Professionals - Information Technology		#	0	0	0	0	0	0	0	0		
1 Employee	2	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
2LL - Professionals - Legal		#	0	0	0	0	0	0	0	0		
1 Employee	2	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
2PM - Professionals - Program Management		#	0	1	0	0	0	0	0	0		
2 Employees	2	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		
6GA - Administrative Support - General Administrative		#	0	2	0	0	0	0	0	0		
4 Employees	6	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		
6OS - Administrative Support - Office Support		#	0	7	0	0	0	0	0	0		
7 Employees	6	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
6PM - Administrative Support - Program Management		#	0	1	0	0	0	0	0	0		
2 Employees	6	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		
44 Employees	Totals	#	5	28	1	1	2	0	0	1		
		%	11.36	63.64	2.27	2.27	4.55	0.00	0.00	2.27		

Job Group Analysis Report

Job Group Analysis

1FL Officials/Admin - Financial

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000568 - Financial Analyst, Sr	#	0	0	0	0	0	0	0	0		
1 Employee	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
1 Employee Totals	#	0	0	0	0	0	0	0	0		
	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

1GA Officials/Admin - General Administrative

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000556 - IPR Program Manager	#	0	1	0	0	0	0	0	0		
1 Employee	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000555 - IPR Program Manager, Assistant	#	1	1	0	1	0	0	0	0		
2 Employees	%	50.00	50.00	0.00	50.00	0.00	0.00	0.00	0.00		
30000452 - Management Analyst, Sr	#	0	0	0	0	0	0	0	0		
1 Employee	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000546 - Clerk to City Council	#	1	1	0	0	0	0	0	1		
1 Employee	%	100.00	100.00	0.00	0.00	0.00	0.00	0.00	100.00		
30000553 - Complaint Investigator	#	0	1	0	0	0	0	0	0		
2 Employees	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000451 - Management Analyst	#	0	1	0	0	0	0	0	0		
2 Employees	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000450 - Management Assistant	#	0	1	0	0	0	0	0	0		
1 Employee	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
10 Employees Totals	#	2	6	0	1	0	0	0	1		
	%	20.00	60.00	0.00	10.00	0.00	0.00	0.00	10.00		

Job Group Analysis

1PM Officials/Admin - Program Management

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000551 - Audit Services, Director of	#	0	0	0	0	0	0	0	0		
1 Employee	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000547 - Council Support & Contracts Supervisor	#	1	1	0	0	1	0	0	0		
1 Employee	%	100.00	100.00	0.00	0.00	100.00	0.00	0.00	0.00		
30000552 - Foreclosure Program Manager	#	1	0	0	0	1	0	0	0		
1 Employee	%	100.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00		
3 Employees Totals	#	2	1	0	0	2	0	0	0		
	%	66.67	33.33	0.00	0.00	66.67	0.00	0.00	0.00		

Job Group Analysis

2CR Professionals - Community Relations

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000492 - Community Outreach & Informtn Rep	#	0	1	0	0	0	0	0	0		
2 Employees	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		
2 Employees Totals	#	0	1	0	0	0	0	0	0		
	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

2GA Professionals - General Administrative

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000550 - Management Auditor, Principal	#	0	1	0	0	0	0	0	0		
2 Employees	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000549 - Management Auditor, Sr	#	0	5	0	0	0	0	0	0		
5 Employees	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000548 - Management Auditor	#	1	3	1	0	0	0	0	0		
4 Employees	%	25.00	75.00	25.00	0.00	0.00	0.00	0.00	0.00		
11 Employees Totals	#	1	9	1	0	0	0	0	0		
	%	9.09	81.82	9.09	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

2IT Professionals - Information Technology

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000448 - Business Systems Analyst	#	0	0	0	0	0	0	0	0		
1 Employee	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
1 Employee Totals	#	0	0	0	0	0	0	0	0		
	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

2LL Professionals - Legal

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000598 - Hearings Officer	#	0	0	0	0	0	0	0	0		
1 Employee	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
1 Employee Totals	#	0	0	0	0	0	0	0	0		
	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

2PM Professionals - Program Management

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000544 - Archivist, Assistant	#	0	1	0	0	0	0	0	0		
2 Employees	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		
2 Employees Totals	#	0	1	0	0	0	0	0	0		
	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

6GA Administrative Support - General Administrative

EEO Code: 6

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000435 - Executive Assistant, Director's	#	0	0	0	0	0	0	0	0		
1 Employee	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000433 - Administrative Specialist, Sr	#	0	1	0	0	0	0	0	0		
1 Employee	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000542 - Records Center Assistant	#	0	1	0	0	0	0	0	0		
2 Employees	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		
4 Employees Totals	#	0	2	0	0	0	0	0	0		
	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

6OS Administrative Support - Office Support

EEO Code: 6

Job Code & Title			Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000028 - Hearings Clerk		#	0	2	0	0	0	0	0	0		
2 Employees		%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000013 - Office Support Specialist III		#	0	2	0	0	0	0	0	0		
2 Employees		%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000012 - Office Support Specialist II		#	0	3	0	0	0	0	0	0		
3 Employees		%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
7 Employees	Totals	#	0	7	0	0	0	0	0	0		
		%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		

Job Group Analysis

6PM Administrative Support - Program Management

EEO Code: 6

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000545 - Archivist & Records Center Supervisor	#	0	1	0	0	0	0	0	0		
1 Employee	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000543 - Records Management Specialist	#	0	0	0	0	0	0	0	0		
1 Employee	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
2 Employees Totals	#	0	1	0	0	0	0	0	0		
	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		

Incumbency vs. Estimated Availability Report

(If Employment is less than Availability, the Availability % becomes the Placement Goal)

Incumbency vs. Estimated Availability

1FL Officials/Admin - Financial

Total Emp 1

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Availability %	3.71	51.92	3.25	0.03	0.38	0.03	0.00	0.02
Emp Less Avail?								
Statistical Value	0.963E	0.481E	0.968E	1.000E	0.996E	1.000E		1.000E
Stat Significant?								
Shortfall								

1GA Officials/Admin - General Administrative

Total Emp 10

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	20.00	60.00	0.00	10.00	0.00	0.00	0.00	10.00
Availability %	7.62	47.64	2.42	0.77	2.18	1.64	0.06	0.54
Emp Less Avail?								
Statistical Value			0.783E		0.802E	0.848E	0.994E	
Stat Significant?								
Shortfall								

1PM Officials/Admin - Program Management

Total Emp 3

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	66.67	33.33	0.00	0.00	66.67	0.00	0.00	0.00
Availability %	11.86	55.35	4.01	1.65	3.32	2.07	0.14	0.69
Emp Less Avail?								
Statistical Value		0.420E	0.884E	0.951E		0.939E	0.996E	0.979E
Stat Significant?								
Shortfall								

2CR Professionals - Community Relations

Total Emp 2

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00
Availability %	14.75	47.54	1.74	2.76	4.12	4.77	0.35	1.02
Emp Less Avail?								
Statistical Value	0.727E		0.966E	0.946E	0.919E	0.907E	0.993E	0.980E
Stat Significant?								
Shortfall								

In the Statistical Value section, standard deviations of 2.00 or greater are generally regarded as statistically significant. For groups with fewer than 30 employees, the Exact Binomial Test is used and scores are marked with "E". "E" scores of 0.050 or less are generally regarded as statistically significant.

Incumbency vs. Estimated Availability

2GA — Professionals - General Administrative

Total Emp: 11

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	9.09	81.82	9.09	0.00	0.00	0.00	0.00	0.00
Availability %	11.02	57.28	5.40	1.25	2.66	0.96	0.16	0.59
Emp Less Avail?								
Statistical Value	0.654E			0.871E	0.743E	0.899E	0.983E	0.937E
Stat Significant?								
Shortfall								

2IT — Professionals - Information Technology

Total Emp: 1

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Availability %	12.71	36.31	5.27	1.78	3.82	0.97	0.08	0.78
Emp Less Avail?								
Statistical Value	0.873E	0.637E	0.947E	0.982E	0.962E	0.990E	0.999E	0.992E
Stat Significant?								
Shortfall								

2LL — Professionals - Legal

Total Emp: 1

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Availability %	6.50	27.82	2.06	0.96	1.86	1.30	0.00	0.30
Emp Less Avail?								
Statistical Value	0.935E	0.722E	0.979E	0.990E	0.981E	0.987E		0.997E
Stat Significant?								
Shortfall								

2PM — Professionals - Program Management

Total Emp: 2

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00
Availability %	0.00	60.65	0.00	0.00	0.00	0.00	0.00	0.00
Emp Less Avail?								
Statistical Value		0.632E						
Stat Significant?								
Shortfall								

6GA — Administrative Support - General Administrative

Total Emp: 4

	Min	Fem	Asi	Blk	His	Ind	Pac	Two
Employment %	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00
Availability %	9.77	89.76	2.17	1.38	3.85	1.69	0.14	0.53
Emp Less Avail?		YES						
Statistical Value	0.663E	0.055E	0.916E	0.946E	0.855E	0.934E	0.994E	0.979E
Stat Significant?								
Shortfall		1						

In the Statistical Value section, standard deviations of 2.00 or greater are generally regarded as statistically significant. For groups with fewer than 30 employees, the Exact Binomial Test is used and scores are marked with "E". "E" scores of 0.050 or less are generally regarded as statistically significant.

Incumbency vs. Estimated Availability

6OS	Administrative Support - Office Support								
Total Emp 7		Min	Fem	Asi	Blk	His	Ind	Pac	Two
	Employment %	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	13.71	84.74	3.43	2.71	4.56	1.61	0.40	1.00
	Emp Less Avail?								
	Statistical Value	0.356E		0.783E	0.825E	0.721E	0.893E	0.972E	0.932E
	Stat Significant?								
	Shortfall								

6PM	Administrative Support - Program Management								
Total Emp 2		Min	Fem	Asi	Blk	His	Ind	Pac	Two
	Employment %	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	12.36	76.03	4.25	0.95	4.57	1.45	0.08	1.06
	Emp Less Avail?								
	Statistical Value	0.768E	0.422E	0.917E	0.981E	0.911E	0.971E	0.998E	0.979E
	Stat Significant?								
	Shortfall								

Total Employment: 44

W - Whole Person Rule

A group is considered underutilized when employment is less than the plan availability by at least one whole person.

In the Statistical Value section, standard deviations of 2.00 or greater are generally regarded as statistically significant. For groups with fewer than 30 employees, the Exact Binomial Test is used and scores are marked with "E". "E" scores of 0.050 or less are generally regarded as statistically significant.

Shortfall Report
(Persons Required)

**(This is a supplemental report
to the
"Incumbency vs. Estimated Availability"
Report)**

Shortfall

1FL Officials/Admin - Financial

Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	0	0	0	0	0	0	0	0		
	# Available	0.0	0.5	0.0	0.0	0.0	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

1GA Officials/Admin - General Administrative

Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
10	# Employed	2	6	0	1	0	0	0	1		
	# Available	0.8	4.8	0.2	0.1	0.2	0.2	0.0	0.1		
	Persons Required	0	0	0	0	0	0	0	0		

1PM Officials/Admin - Program Management

Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
3	# Employed	2	1	0	0	2	0	0	0		
	# Available	0.4	1.7	0.1	0.0	0.1	0.1	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

2CR Professionals - Community Relations

Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
2	# Employed	0	1	0	0	0	0	0	0		
	# Available	0.3	1.0	0.0	0.1	0.1	0.1	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

2GA Professionals - General Administrative

Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
11	# Employed	1	9	1	0	0	0	0	0		
	# Available	1.2	6.3	0.6	0.1	0.3	0.1	0.0	0.1		
	Persons Required	0	0	0	0	0	0	0	0		

2IT Professionals - Information Technology

Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	0	0	0	0	0	0	0	0		
	# Available	0.1	0.4	0.1	0.0	0.0	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

2LL Professionals - Legal

Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	0	0	0	0	0	0	0	0		
	# Available	0.1	0.3	0.0	0.0	0.0	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

Shortfall

2PM		Professionals - Program Management									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
2	# Employed	0	1	0	0	0	0	0	0		
	# Available	0.0	1.2	0.0	0.0	0.0	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

6GA		Administrative Support - General Administrative									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
4	# Employed	0	2	0	0	0	0	0	0		
	# Available	0.4	3.6	0.1	0.1	0.2	0.1	0.0	0.0		
	Persons Required	0	1	0	0	0	0	0	0		

6OS		Administrative Support - Office Support									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
7	# Employed	0	7	0	0	0	0	0	0		
	# Available	1.0	5.9	0.2	0.2	0.3	0.1	0.0	0.1		
	Persons Required	0	0	0	0	0	0	0	0		

6PM		Administrative Support - Program Management									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
2	# Employed	0	1	0	0	0	0	0	0		
	# Available	0.2	1.5	0.1	0.0	0.1	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

W - Whole Person Rule

A placement goal is set when employment is less than availability by at least one whole person.