

# City of Portland



**1210-BDS**  
**Bureau of Development Services**

## **Bureau** **Affirmative Action Program** **(AAP) Plan Reports**

**2018**  
**AAP Annual Plan Reports**  
**07/01/2016 to 12/31/2017**

Note: As of January 2018, the City of Portland changed its Affirmative Action Program Plan from a fiscal year plan to a calendar year plan. As a result, the 2018 AAP Annual Plan includes six quarters of applicant and personnel action data, extending from July 1, 2016 to December 31, 2017.



**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	#	6	15	1	3	1	0	0	1		
32 Employees	%	18.75	46.88	3.13	9.38	3.13	0.00	0.00	3.13		
2 - Professionals	#	24	55	13	2	4	2	0	3		
103 Employees	%	23.30	53.40	12.62	1.94	3.88	1.94	0.00	2.91		
3 - Technicians	#	30	57	7	9	7	0	1	6		
178 Employees	%	16.85	32.02	3.93	5.06	3.93	0.00	0.56	3.37		
6 - Administrative Support	#	14	35	3	6	4	0	0	1		
44 Employees	%	31.82	79.55	6.82	13.64	9.09	0.00	0.00	2.27		
7 - Skilled Workers	#	1	2	0	1	0	0	0	0		
4 Employees	%	25.00	50.00	0.00	25.00	0.00	0.00	0.00	0.00		
<b>361 Employees</b>	<b>Totals #</b>	<b>75</b>	<b>164</b>	<b>24</b>	<b>21</b>	<b>16</b>	<b>2</b>	<b>1</b>	<b>11</b>		
	<b>%</b>	<b>20.78</b>	<b>45.43</b>	<b>6.65</b>	<b>5.82</b>	<b>4.43</b>	<b>0.55</b>	<b>0.28</b>	<b>3.05</b>		

**Job Group  
Analysis  
Summary Report**

## Job Group Analysis Summary

Job Group & Name	EEO Code		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1DR - Officials/Admin - Directors		#	0	1	0	0	0	0	0	0		
1 Employee	1	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
1BI - Officials/Admin - Building Inspections		#	0	1	0	0	0	0	0	0		
4 Employees	1	%	0.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00		
1CR - Officials/Admin - Community Relations		#	1	0	0	1	0	0	0	0		
1 Employee	1	%	100.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00		
1ER - Officials/Admin - Engineering & Related		#	0	2	0	0	0	0	0	0		
6 Employees	1	%	0.00	33.33	0.00	0.00	0.00	0.00	0.00	0.00		
1FL - Officials/Admin - Financial		#	1	1	1	0	0	0	0	0		
3 Employees	1	%	33.33	33.33	33.33	0.00	0.00	0.00	0.00	0.00		
1GA - Officials/Admin - General Administrative		#	3	9	0	2	0	0	0	1		
16 Employees	1	%	18.75	56.25	0.00	12.50	0.00	0.00	0.00	6.25		
1PM - Officials/Admin - Program Management		#	1	1	0	0	1	0	0	0		
1 Employee	1	%	100.00	100.00	0.00	0.00	100.00	0.00	0.00	0.00		
2AC - Professionals - Accounting		#	2	1	1	0	1	0	0	0		
3 Employees	2	%	66.67	33.33	33.33	0.00	33.33	0.00	0.00	0.00		
2CR - Professionals - Community Relations		#	2	0	2	0	0	0	0	0		
2 Employees	2	%	100.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00		
2ER - Professionals - Engineering & Related		#	6	6	6	0	0	0	0	0		
22 Employees	2	%	27.27	27.27	27.27	0.00	0.00	0.00	0.00	0.00		
2HR - Professionals - Human Resources		#	0	1	0	0	0	0	0	0		
1 Employee	2	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
2IT - Professionals - Information Technology		#	5	6	3	1	1	0	0	0		
9 Employees	2	%	55.56	66.67	33.33	11.11	11.11	0.00	0.00	0.00		
2PL - Professionals - Planning		#	9	41	1	1	2	2	0	3		
66 Employees	2	%	13.64	62.12	1.52	1.52	3.03	3.03	0.00	4.55		
3BI - Technicians - Building Inspections		#	16	25	1	4	6	0	1	4		
121 Employees	3	%	13.22	20.66	0.83	3.31	4.96	0.00	0.83	3.31		

## Job Group Analysis Summary

Job Group & Name	EEO Code		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
3CI - Technicians - Code Inspections		#	2	1	2	0	0	0	0	0		
7 Employees	3	%	28.57	14.29	28.57	0.00	0.00	0.00	0.00	0.00		
3ER - Technicians - Engineering & Related		#	11	30	3	5	1	0	0	2		
48 Employees	3	%	22.92	62.50	6.25	10.42	2.08	0.00	0.00	4.17		
3RM - Technicians - Risk Management		#	0	0	0	0	0	0	0	0		
1 Employee	3	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
3VI - Technicians - Video		#	1	1	1	0	0	0	0	0		
1 Employee	3	%	100.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00		
6GA - Administrative Support - General Administrative		#	2	8	0	1	0	0	0	1		
11 Employees	6	%	18.18	72.73	0.00	9.09	0.00	0.00	0.00	9.09		
6OS - Administrative Support - Office Support		#	12	23	3	5	4	0	0	0		
29 Employees	6	%	41.38	79.31	10.34	17.24	13.79	0.00	0.00	0.00		
6PM - Administrative Support - Program Management		#	0	4	0	0	0	0	0	0		
4 Employees	6	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
7BI - Skilled Craft - Building Inspections		#	1	2	0	1	0	0	0	0		
4 Employees	7	%	25.00	50.00	0.00	25.00	0.00	0.00	0.00	0.00		
361 Employees	Totals	#	75	164	24	21	16	2	1	11		
		%	20.78	45.43	6.65	5.82	4.43	0.55	0.28	3.05		

# **Job Group Analysis Report**

**Job Group Analysis**

1DR

Officials/Admin - Directors

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000426 - Development Services Director	#	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		
1 Employee	#	0	1	0	0	0	0	0	0		
Totals	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		



# Job Group Analysis

1BI

Officials/Admin - Building Inspections

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000736 - Inspection Manager	#	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		
30000730 - Plan Review Supervisor	#	0	1	0	0	0	0	0	0		
3 Employees	%	0.00	33.33	0.00	0.00	0.00	0.00	0.00	0.00		
4 Employees	Totals #	0	1	0	0	0	0	0	0		
	%	0.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00		

# Job Group Analysis

1CR

Officials/Admin - Community Relations

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000497 - Public Information Manager	#	1	0	0	1	0	0	0	0		
1 Employee	%	100.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00		
1 Employee	#	1	0	0	1	0	0	0	0		
Totals	%	100.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00		

# Job Group Analysis

1ER

Officials/Admin - Engineering & Related

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two			
30000681 - Engineer, Supervising	#	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			
30000335 - Development Services Project Coord	#	0	2	0	0	0	0	0	0			
5 Employees	%	0.00	40.00	0.00	0.00	0.00	0.00	0.00	0.00			
6 Employees	Totals		#	0	2	0	0	0	0	0		
	%	0.00	33.33	0.00	0.00	0.00	0.00	0.00	0.00			

# Job Group Analysis

1FL

Officials/Admin - Financial

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000569 - Financial Analyst, Principal	#	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		
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		
30000567 - Financial Analyst	#	1	1	1	0	0	0	0	0		
1 Employee	%	100.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00		
3 Employees	Totals #	1	1	1	0	0	0	0	0		
	%	33.33	33.33	33.33	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		
30000442 - Business Operations Manager, Sr	#	0	0	0	0	0	0	0	0		
2 Employees	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000453 - Management Analyst, Principal	#	1	1	0	1	0	0	0	0		
3 Employees	%	33.33	33.33	0.00	33.33	0.00	0.00	0.00	0.00		
30000440 - Business Operations Supervisor	#	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		
30000452 - Management Analyst, Sr	#	0	2	0	0	0	0	0	0		
3 Employees	%	0.00	66.67	0.00	0.00	0.00	0.00	0.00	0.00		
30000451 - Management Analyst	#	1	5	0	1	0	0	0	0		
5 Employees	%	20.00	100.00	0.00	20.00	0.00	0.00	0.00	0.00		
30000450 - Management Assistant	#	1	1	0	0	0	0	0	1		
2 Employees	%	50.00	50.00	0.00	0.00	0.00	0.00	0.00	50.00		
16 Employees	Totals #	3	9	0	2	0	0	0	1		
	%	18.75	56.25	0.00	12.50	0.00	0.00	0.00	6.25		

# Job Group Analysis

1PM

Officials/Admin - Program Management

EEO Code: 1

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000464 - Program Coordinator	#	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		
1 Employee	Totals	#	1	1	0	0	1	0	0		
		%	100.00	100.00	0.00	0.00	100.00	0.00	0.00	0.00	

# Job Group Analysis

2AC

Professionals - Accounting

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000064 - Accountant III	#	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		
30000063 - Accountant II	#	1	1	1	0	0	0	0	0		
2 Employees	%	50.00	50.00	50.00	0.00	0.00	0.00	0.00	0.00		
3 Employees											
	Totals										
	#	2	1	1	0	1	0	0	0		
	%	66.67	33.33	33.33	0.00	33.33	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		
30000495 - Public Information Officer	#	1	0	1	0	0	0	0	0		
1 Employee	%	100.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00		
30000492 - Community Outreach & Informtn Rep	#	1	0	1	0	0	0	0	0		
1 Employee	%	100.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00		
2 Employees	Totals #	2	0	2	0	0	0	0	0		
	%	100.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00		



# Job Group Analysis

2ER

Professionals - Engineering & Related

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000680 - Engineer, Sr	#	1	0	1	0	0	0	0	0		
2 Employees	%	50.00	0.00	50.00	0.00	0.00	0.00	0.00	0.00		
30000367 - Engineer-Geotechnical	#	1	1	1	0	0	0	0	0		
6 Employees	%	16.67	16.67	16.67	0.00	0.00	0.00	0.00	0.00		
30000368 - Engineer-Mechanical	#	1	0	1	0	0	0	0	0		
1 Employee	%	100.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00		
30000369 - Engineer-Structural	#	3	5	3	0	0	0	0	0		
13 Employees	%	23.08	38.46	23.08	0.00	0.00	0.00	0.00	0.00		
22 Employees											
	Totals										
	#	6	6	6	0	0	0	0	0		
	%	27.27	27.27	27.27	0.00	0.00	0.00	0.00	0.00		

# Job Group Analysis

2HR

Professionals - Human Resources

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000531 - Training & Development Analyst	#	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		
1 Employee	Totals	#	1	0	0	0	0	0	0		
		%	100.00	0.00	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		
30000449 - Business Systems Analyst, Sr	#	1	2	0	1	0	0	0	0		
3 Employees	%	33.33	66.67	0.00	33.33	0.00	0.00	0.00	0.00		
30000448 - Business Systems Analyst	#	2	3	2	0	0	0	0	0		
4 Employees	%	50.00	75.00	50.00	0.00	0.00	0.00	0.00	0.00		
30000372 - Graphics Designer II	#	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		
30000447 - Business Systems Analyst, Assistant	#	1	1	1	0	0	0	0	0		
1 Employee	%	100.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00		
9 Employees	Totals #	5	6	3	1	1	0	0	0		
	%	55.56	66.67	33.33	11.11	11.11	0.00	0.00	0.00		

# Job Group Analysis

2PL

Professionals - Planning

EEO Code: 2

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000725 - Planner, Principal	#	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		
30000724 - Planner, Supervising	#	0	3	0	0	0	0	0	0		
5 Employees	%	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000392 - Planner, Sr City-Environmental	#	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		
30000393 - Planner, Sr City-Land Use	#	0	6	0	0	0	0	0	0		
10 Employees	%	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000397 - Planner, Sr City-Urban Design	#	1	2	0	0	0	1	0	0		
4 Employees	%	25.00	50.00	0.00	0.00	0.00	25.00	0.00	0.00		
30000384 - Planner II. City-Environmental	#	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		
30000385 - Planner II. City-Land Use	#	3	12	0	0	0	1	0	2		
17 Employees	%	17.65	70.59	0.00	0.00	0.00	5.88	0.00	11.76		
30000389 - Planner II. City-Urban Design	#	1	5	1	0	0	0	0	0		
7 Employees	%	14.29	71.43	14.29	0.00	0.00	0.00	0.00	0.00		
30000377 - Planner I, City-Land Use	#	0	2	0	0	0	0	0	0		
9 Employees	%	0.00	22.22	0.00	0.00	0.00	0.00	0.00	0.00		
30000381 - Planner I, City-Urban Design	#	1	3	0	0	1	0	0	0		
3 Employees	%	33.33	100.00	0.00	0.00	33.33	0.00	0.00	0.00		
30000375 - Planner, Associate	#	3	4	0	1	1	0	0	1		
6 Employees	%	50.00	66.67	0.00	16.67	16.67	0.00	0.00	16.67		
30000374 - Planning 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		
66 Employees	#	9	41	1	1	2	2	0	3		
	%	13.64	62.12	1.52	1.52	3.03	3.03	0.00	4.55		

# Job Group Analysis

3BI

Technicians - Building Inspections

EEO Code: 3

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000734 - Housing Inspection Supervisor	#	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		
30000836 - Development Supervisor 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		
30000232 - Plans Examiner, Sr	#	0	2	0	0	0	0	0	0		
4 Employees	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000165 - Plumbing Inspector, Sr	#	1	0	0	1	0	0	0	0		
5 Employees	%	20.00	0.00	0.00	20.00	0.00	0.00	0.00	0.00		
30000169 - Electrical Inspector, Sr	#	1	0	0	0	0	0	0	1		
7 Employees	%	14.29	0.00	0.00	0.00	0.00	0.00	0.00	14.29		
30000174 - Building Inspector, Sr	#	0	1	0	0	0	0	0	0		
18 Employees	%	0.00	5.56	0.00	0.00	0.00	0.00	0.00	0.00		
30000178 - Site Development Inspector, Sr	#	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		
30000170 - Combination Inspector	#	3	0	0	0	1	0	0	2		
13 Employees	%	23.08	0.00	0.00	0.00	7.69	0.00	0.00	15.38		
30000231 - Plans Examiner, Commercial	#	0	7	0	0	0	0	0	0		
17 Employees	%	0.00	41.18	0.00	0.00	0.00	0.00	0.00	0.00		
30000172 - Housing Inspector, Sr	#	1	1	0	0	0	0	0	1		
6 Employees	%	16.67	16.67	0.00	0.00	0.00	0.00	0.00	16.67		
30000164 - Plumbing Inspector	#	2	1	0	0	2	0	0	0		
7 Employees	%	28.57	14.29	0.00	0.00	28.57	0.00	0.00	0.00		
30000168 - Electrical Inspector	#	3	3	1	0	2	0	0	0		
11 Employees	%	27.27	27.27	9.09	0.00	18.18	0.00	0.00	0.00		
30000173 - Building Inspector II	#	1	1	0	1	0	0	0	0		
11 Employees	%	9.09	9.09	0.00	9.09	0.00	0.00	0.00	0.00		
30000179 - Site Development Inspector II	#	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		
30000177 - Site Development Inspector I	#	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		
30000230 - Plans Examiner, Residential	#	0	3	0	0	0	0	0	0		
6 Employees	%	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00		

# Job Group Analysis

3BI

Technicians - Building Inspections

EEO Code: 3

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two			
30000171 - Housing Inspector	#	4	0	0	2	1	0	1	0			
7 Employees	%	57.14	0.00	0.00	28.57	14.29	0.00	14.29	0.00			
121 Employees	Totals	#	16	25	1	4	6	0	1	4		
		%	13.22	20.66	0.83	3.31	4.96	0.00	0.83	3.31		

# Job Group Analysis

3CI

Technicians - Code Inspections

EEO Code: 3

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000186 - Code Specialist III	#	0	0	0	0	0	0	0	0		
2 Employees	%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
30000184 - Code Specialist II	#	2	1	2	0	0	0	0	0		
5 Employees	%	40.00	20.00	40.00	0.00	0.00	0.00	0.00	0.00		
7 Employees	Totals #	2	1	2	0	0	0	0	0		
	%	28.57	14.29	28.57	0.00	0.00	0.00	0.00	0.00		

# Job Group Analysis

3ER

Technicians - Engineering & Related

EEO Code: 3

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000334 - Development Services Technician III	#	1	5	0	1	0	0	0	0		
8 Employees	%	12.50	62.50	0.00	12.50	0.00	0.00	0.00	0.00		
30000333 - Development Services Technician II	#	5	20	1	2	0	0	0	2		
31 Employees	%	16.13	64.52	3.23	6.45	0.00	0.00	0.00	6.45		
30000332 - Development Services Technician I	#	5	5	2	2	1	0	0	0		
9 Employees	%	55.56	55.56	22.22	22.22	11.11	0.00	0.00	0.00		
48 Employees	Totals #	11	30	3	5	1	0	0	2		
	%	22.92	62.50	6.25	10.42	2.08	0.00	0.00	4.17		



# Job Group Analysis

3RM

Technicians - Risk Management

EEO Code: 3

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000485 - Safety & Risk Officer I	#	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		
		%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

# Job Group Analysis

3VI

Technicians - Video

EEO Code: 3

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000518 - Video Production Specialist	#	1	1	1	0	0	0	0	0		
1 Employee	%	100.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00		
1 Employee	Totals #	1	1	1	0	0	0	0	0		
	%	100.00	100.00	100.00	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		
30000437 - Administrative Supervisor II	#	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		
30000435 - Executive Assistant, Director's	#	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		
30000436 - Administrative Supervisor I	#	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		
30000433 - Administrative Specialist, Sr	#	2	6	0	1	0	0	0	1		
8 Employees	%	25.00	75.00	0.00	12.50	0.00	0.00	0.00	12.50		
11 Employees	Totals #	2	8	0	1	0	0	0	1		
	Totals %	18.18	72.73	0.00	9.09	0.00	0.00	0.00	9.09		

# 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	#	1	2	0	1	0	0	0	0		
2 Employees	%	50.00	100.00	0.00	50.00	0.00	0.00	0.00	0.00		
30000013 - Office Support Specialist III	#	3	6	1	1	1	0	0	0		
8 Employees	%	37.50	75.00	12.50	12.50	12.50	0.00	0.00	0.00		
30000012 - Office Support Specialist II	#	8	14	2	3	3	0	0	0		
18 Employees	%	44.44	77.78	11.11	16.67	16.67	0.00	0.00	0.00		
30000011 - Office Support Specialist I	#	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		
29 Employees	Totals #	12	23	3	5	4	0	0	0		
	Totals %	41.38	79.31	10.34	17.24	13.79	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		
30000463 - Program Specialist	#	0	4	0	0	0	0	0	0		
4 Employees	%	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00		
4 Employees	Totals	#	4	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

7BI

Skilled Craft - Building Inspections

EEO Code: 7

Job Code & Title		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
30000735 - Inspection Supervisor	#	1	2	0	1	0	0	0	0		
4 Employees	%	25.00	50.00	0.00	25.00	0.00	0.00	0.00	0.00		
4 Employees	#	1	2	0	1	0	0	0	0		
Totals	%	25.00	50.00	0.00	25.00	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**

1DR		Officials/Admin - Directors							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
1	Employment %	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	15.89	26.73	4.93	4.09	5.38	0.41	0.06	1.03
	Emp Less Avail?								
	Statistical Value	0.841E		0.951E	0.959E	0.946E	0.996E	0.999E	0.990E
	Stat Significant?								
	Shortfall								

1BI		Officials/Admin - Building Inspections							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
4	Employment %	0.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	7.85	20.98	1.15	0.61	5.36	0.13	0.09	0.51
	Emp Less Avail?								
	Statistical Value	0.721E		0.955E	0.976E	0.802E	0.995E	0.996E	0.980E
	Stat Significant?								
	Shortfall								

1CR		Officials/Admin - Community Relations							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
1	Employment %	100.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00
	Availability %	10.03	62.78	1.75	6.39	0.61	0.34	0.08	0.87
	Emp Less Avail?								
	Statistical Value		0.372E	0.982E		0.994E	0.997E	0.999E	0.991E
	Stat Significant?								
	Shortfall								

1ER		Officials/Admin - Engineering & Related							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
6	Employment %	0.00	33.33	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	17.91	13.61	7.94	1.37	6.32	0.51	0.11	1.64
	Emp Less Avail?	YES							
	Statistical Value	0.306E		0.609E	0.921E	0.676E	0.970E	0.993E	0.906E
	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

1FL		Officials/Admin - Financial							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
3	Employment %	33.33	33.33	33.33	0.00	0.00	0.00	0.00	0.00
	Availability %	13.87	45.23	4.44	4.18	3.38	0.02	0.01	1.87
	Emp Less Avail?								
	Statistical Value		0.571E		0.880E	0.902E	0.999E	1.000E	0.945E
	Stat Significant?								
	Shortfall								
1GA		Officials/Admin - General Administrative							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
16	Employment %	18.75	56.25	0.00	12.50	0.00	0.00	0.00	6.25
	Availability %	10.77	41.59	4.55	1.62	2.49	0.54	0.07	1.47
	Emp Less Avail?								
	Statistical Value			0.475E		0.668E	0.917E	0.989E	
	Stat Significant?								
	Shortfall								
1PM		Officials/Admin - Program Management							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
1	Employment %	100.00	100.00	0.00	0.00	100.00	0.00	0.00	0.00
	Availability %	18.99	48.81	5.89	5.06	3.65	0.56	0.15	3.71
	Emp Less Avail?								
	Statistical Value			0.941E	0.949E		0.994E	0.998E	0.963E
	Stat Significant?								
	Shortfall								
2AC		Professionals - Accounting							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
3	Employment %	66.67	33.33	33.33	0.00	33.33	0.00	0.00	0.00
	Availability %	14.79	65.07	8.89	0.57	2.69	0.27	0.13	2.22
	Emp Less Avail?								
	Statistical Value		0.281E		0.983E		0.992E	0.996E	0.935E
	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

2CR		Professionals - Community Relations							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
2	Employment %	100.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00
	Availability %	15.45	54.05	6.01	1.79	6.54	0.48	0.00	0.61
	Emp Less Avail?		YES						
	Statistical Value		0.211E		0.965E	0.873E	0.990E		0.988E
	Stat Significant?								
	Shortfall		1						

2ER		Professionals - Engineering & Related							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
22	Employment %	27.27	27.27	27.27	0.00	0.00	0.00	0.00	0.00
	Availability %	12.25	13.76	6.76	0.44	1.86	0.69	0.00	2.51
	Emp Less Avail?								
	Statistical Value				0.908E	0.662E	0.859E		0.572E
	Stat Significant?								
	Shortfall								

2HR		Professionals - Human Resources							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
1	Employment %	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	15.38	72.51	4.81	3.61	4.38	0.17	0.00	2.41
	Emp Less Avail?								
	Statistical Value	0.846E		0.952E	0.964E	0.956E	0.998E		0.976E
	Stat Significant?								
	Shortfall								

2IT		Professionals - Information Technology							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
9	Employment %	55.56	66.67	33.33	11.11	11.11	0.00	0.00	0.00
	Availability %	8.59	47.19	4.77	0.37	2.33	0.03	0.00	1.10
	Emp Less Avail?								
	Statistical Value						0.997E		0.905E
	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

2PL		Professionals - Planning							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
66	Employment %	13.64	62.12	1.52	1.52	3.03	3.03	0.00	4.55
	Availability %	3.51	50.88	3.51	0.00	0.00	0.00	0.00	0.00
	Emp Less Avail?			YES					
	Statistical Value			0.881					
	Stat Significant?								
	Shortfall			1					
3BI		Technicians - Building Inspections							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
121	Employment %	13.22	20.66	0.83	3.31	4.96	0.00	0.83	3.31
	Availability %	18.83	59.41	6.28	1.67	1.67	1.67	0.00	7.53
	Emp Less Avail?	YES	YES	YES			YES		YES
	Statistical Value	1.578	8.680	2.473			1.434		1.761
	Stat Significant?		YES	YES					
	Shortfall	6	46	6			2		5
3CI		Technicians - Code Inspections							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
7	Employment %	28.57	14.29	28.57	0.00	0.00	0.00	0.00	0.00
	Availability %	18.83	59.41	6.28	1.67	1.67	1.67	0.00	7.53
	Emp Less Avail?		YES						
	Statistical Value		0.041E		0.889E	0.889E	0.889E		0.578E
	Stat Significant?		YES						
	Shortfall		3						
3ER		Technicians - Engineering & Related							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
48	Employment %	22.92	62.50	6.25	10.42	2.08	0.00	0.00	4.17
	Availability %	17.00	32.32	7.15	1.55	3.56	1.13	0.09	3.52
	Emp Less Avail?								
	Statistical Value			0.242		0.552	0.741	0.208	
	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

3RM		Technicians - Risk Management							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
1	Employment %	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	18.32	31.57	4.42	0.00	8.83	0.00	0.00	5.08
	Emp Less Avail?								
	Statistical Value	0.817E	0.684E	0.956E		0.912E			0.949E
	Stat Significant?								
	Shortfall								
3VI		Technicians - Video							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
1	Employment %	100.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00
	Availability %	6.31	4.50	4.50	0.00	1.80	0.00	0.00	0.00
	Emp Less Avail?								
	Statistical Value					0.982E			
	Stat Significant?								
	Shortfall								
6GA		Administrative Support - General Administrative							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
11	Employment %	18.18	72.73	0.00	9.09	0.00	0.00	0.00	9.09
	Availability %	13.70	88.93	3.60	1.46	5.18	0.56	0.39	2.50
	Emp Less Avail?		YES						
	Statistical Value		0.114E	0.668E		0.557E	0.940E	0.958E	
	Stat Significant?								
	Shortfall		1						
6OS		Administrative Support - Office Support							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
29	Employment %	41.38	79.31	10.34	17.24	13.79	0.00	0.00	0.00
	Availability %	17.03	77.46	6.60	2.13	4.65	0.87	0.39	2.39
	Emp Less Avail?								
	Statistical Value						0.776E	0.893E	0.496E
	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

6PM		Administrative Support - Program Management							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
4	Employment %	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00
	Availability %	16.73	75.34	5.79	2.25	7.06	0.76	0.37	0.50
	Emp Less Avail?								
	Statistical Value	0.481E		0.788E	0.913E	0.746E	0.970E	0.985E	0.980E
	Stat Significant?								
	Shortfall								

7BI		Skilled Craft - Building Inspections							
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two
4	Employment %	25.00	50.00	0.00	25.00	0.00	0.00	0.00	0.00
	Availability %	10.05	2.97	0.74	0.20	6.75	0.34	0.54	1.47
	Emp Less Avail?								
	Statistical Value			0.971E		0.756E	0.986E	0.979E	0.942E
	Stat Significant?								
	Shortfall								

Total Employment: 361

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**

1DR		Officials/Admin - Directors									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	0	1	0	0	0	0	0	0		
	# Available	0.2	0.3	0.0	0.0	0.1	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

1BI		Officials/Admin - Building Inspections									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
4	# Employed	0	1	0	0	0	0	0	0		
	# Available	0.3	0.8	0.0	0.0	0.2	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

1CR		Officials/Admin - Community Relations									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	1	0	0	1	0	0	0	0		
	# Available	0.1	0.6	0.0	0.1	0.0	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

1ER		Officials/Admin - Engineering & Related									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
6	# Employed	0	2	0	0	0	0	0	0		
	# Available	1.1	0.8	0.5	0.1	0.4	0.0	0.0	0.1		
	Persons Required	1	0	0	0	0	0	0	0		

1FL		Officials/Admin - Financial									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
3	# Employed	1	1	1	0	0	0	0	0		
	# Available	0.4	1.4	0.1	0.1	0.1	0.0	0.0	0.1		
	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		
16	# Employed	3	9	0	2	0	0	0	1		
	# Available	1.7	6.7	0.7	0.3	0.4	0.1	0.0	0.2		
	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		
1	# Employed	1	1	0	0	1	0	0	0		
	# Available	0.2	0.5	0.1	0.1	0.0	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		

## Shortfall

2AC		Professionals - Accounting									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
3	# Employed	2	1	1	0	1	0	0	0		
	# Available	0.4	2.0	0.3	0.0	0.1	0.0	0.0	0.1		
	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	2	0	2	0	0	0	0	0		
	# Available	0.3	1.1	0.1	0.0	0.1	0.0	0.0	0.0		
	Persons Required	0	1	0	0	0	0	0	0		
2ER		Professionals - Engineering & Related									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
22	# Employed	6	6	6	0	0	0	0	0		
	# Available	2.7	3.0	1.5	0.1	0.4	0.2	0.0	0.6		
	Persons Required	0	0	0	0	0	0	0	0		
2HR		Professionals - Human Resources									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	0	1	0	0	0	0	0	0		
	# Available	0.2	0.7	0.0	0.0	0.0	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		
2IT		Professionals - Information Technology									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
9	# Employed	5	6	3	1	1	0	0	0		
	# Available	0.8	4.2	0.4	0.0	0.2	0.0	0.0	0.1		
	Persons Required	0	0	0	0	0	0	0	0		
2PL		Professionals - Planning									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
66	# Employed	9	41	1	1	2	2	0	3		
	# Available	2.3	33.6	2.3	0.0	0.0	0.0	0.0	0.0		
	Persons Required	0	0	1	0	0	0	0	0		
3BI		Technicians - Building Inspections									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
121	# Employed	16	25	1	4	6	0	1	4		
	# Available	22.8	71.9	7.6	2.0	2.0	2.0	0.0	9.1		
	Persons Required	6	46	6	0	0	2	0	5		
3CI		Technicians - Code Inspections									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
7	# Employed	2	1	2	0	0	0	0	0		
	# Available	1.3	4.2	0.4	0.1	0.1	0.1	0.0	0.5		
	Persons Required	0	3	0	0	0	0	0	0		



# Shortfall

3ER		Technicians - Engineering & Related									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
48	# Employed	11	30	3	5	1	0	0	2		
	# Available	8.2	15.5	3.4	0.7	1.7	0.5	0.0	1.7		
	Persons Required	0	0	0	0	0	0	0	0		
3RM		Technicians - Risk Management									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	0	0	0	0	0	0	0	0		
	# Available	0.2	0.3	0.0	0.0	0.1	0.0	0.0	0.1		
	Persons Required	0	0	0	0	0	0	0	0		
3VI		Technicians - Video									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
1	# Employed	1	1	1	0	0	0	0	0		
	# Available	0.1	0.0	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		
11	# Employed	2	8	0	1	0	0	0	1		
	# Available	1.5	9.8	0.4	0.2	0.6	0.1	0.0	0.3		
	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		
29	# Employed	12	23	3	5	4	0	0	0		
	# Available	4.9	22.5	1.9	0.6	1.3	0.3	0.1	0.7		
	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		
4	# Employed	0	4	0	0	0	0	0	0		
	# Available	0.7	3.0	0.2	0.1	0.3	0.0	0.0	0.0		
	Persons Required	0	0	0	0	0	0	0	0		
7BI		Skilled Craft - Building Inspections									
Total Emp		Min	Fem	Asi	Blk	His	Ind	Pac	Two		
4	# Employed	1	2	0	1	0	0	0	0		
	# Available	0.4	0.1	0.0	0.0	0.3	0.0	0.0	0.1		
	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.