

**City of Reading  
Listing of Positions  
For the 2015 Operating Budget**

<i>Division</i>	<i>Position Title</i>	<i>Status</i>	<i>2015 Number of Employees</i>	
			<i>Full-Time</i>	<i>Part-Time</i>
<b>Mayor</b>				
	Mayor	Full-Time	1	0
	Assistant to the Mayor	Part-Time	0	1
	Special Assistant, Performance & Sustainability	Full-Time	1	0
	Special Assistant, Government Services	Full-Time	1	0
	Executive Assistant	Full-Time	1	0
			4	1
<b>Managing Director</b>				
	Managing Director	Full-Time	1	0
	Business Analyst	Full-Time	1	1
	Executive Secretary/ Admin Aide	Full-Time	1	0
			3	1
<b>Human Relations Commission</b>				
	HRC Executive Director	Full-Time	1	0
	HRC Investigator	Full-Time	1	0
	HRC Clerk	Full-Time	1	0
			3	0
<b>City Auditor</b>				
	City Auditor	Full-Time	1	0
	Auditing Coordinator	Full-Time	1	0
			2	0
<b>City Council</b>				
	Council President	Part-Time	0	1
	Council Member	Part-Time	0	6
	Deputy City Clerk	Full-Time	1	0
	Legislative Aide	Full-Time	1	0
	City Clerk	Full-Time	1	0
			3	7
<b>Solicitor</b>				
	Solicitor	Full-Time	1	0
	Confidential Secretary	Full-Time	1	0
	Executive Secretary/ Admin Aide/Paralegal	Full-Time	1	0

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			<i>Full-Time</i>	<i>Part-Time</i>
	Legal Specialist	Full-Time	3	0
			6	0
<b>Director of Administrative Services</b>				
	Confidential Secretary	Full-Time	1	0
	Director of Administrative Services	Full-Time	1	0
	Grant Writer	Full-Time	1	0
	Controller	Full-Time	1	0
			4	0
<b>Purchasing</b>				
	Purchasing Coordinator	Full-Time	1	0
	Purchasing Clerk	Part-Time	0	1
	Printing Clerk	Part-Time	0	1
			1	2
<b>Accounting</b>				
	Accounting & Treasury Manager	Full-Time	1	0
	Accountant	Full-Time	1	0
	Revenue Accountant	Full-Time	1	0
	Project Accountant - WWT	Full-Time	1	0
	Accounting Clerk	Full-Time	1	0
			5	0
<b>Information Technology</b>				
	GIS Coordinator	Full-Time	1	0
	Network Administrator	Full-Time	2	0
	Developer	Full-Time	1	0
	Web Developer	Full-Time	1	0
	System Support Analyst	Full-Time	2	0
	IT Manager	Full-Time	1	0
	Lead Developer	Full-Time	1	0
			9	0
<b>Citizens Service Center</b>				
	Citizens Service Center Manager	Full-Time	1	0
	Citizens Service Center Assistant Manager	Full-Time	1	0

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			<i>Full-Time</i>	<i>Part-Time</i>
	Municipal Professional	Full-Time	1	0
	Municipal Aide II	Full-Time	7	0
			10	0
<b>Human Resources</b>				
	Compensation Administrator	Full-Time	1	0
	Human Resources Assistant	Full-Time	2	0
	Pension Coordinator	Full-Time	1	0
	Pension Assistant	Part-Time	0	1
	HR Generalist	Full-Time	1	0
	Human Resources Manager	Full-Time	1	0
	Human Resources Coordinator - Benefits	Full-Time	1	0
			7	1
<b>Self - Insurance</b>				
	Risk and Safety Coordinator	Full-Time	1	0
			1	0
<b>Public Works</b>				
	Confidential Secretary	Full-Time	1	0
	Public Works Director	Full-Time	1	0
	Engineering Aide III	Full-Time	2	0
	Engineering Aide IV	Full-Time	1	0
			5	0
<b>Garage</b>				
	Maintenance Mechanic	Full-Time	6	0
	Maintenance Worker I/Parts Person	Full-Time	1	0
	Secretary	Full-Time	1	0
	Small Engine Repairperson	Full-Time	1	0
	Foreman	Full-Time	1	0
			10	0
<b>Highways</b>				
	Equipment Operator II	Full-Time	13	0
	Maintenance Worker I/Sign maker	Full-Time	1	0
	Foreman	Full-Time	1	0

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			<i>Full-Time</i>	<i>Part-Time</i>
			15	0
<b>Parks</b>				
	Equipment Operator II	Full-Time	2	0
	Equipment Operator III	Full-Time	2	0
	Foreman	Full-Time	1	0
	Maintenance Worker III	Full-Time	1	0
	Operations Division Manager	Full-Time	1	0
	Secretary	Full-Time	1	0
	Laborer	Part-Time	0	6
			8	6
<b>Shade Tree</b>				
	Equipment Operator II/ Arborist	Full-Time	1	0
	Maintenance Worker I	Full-Time	1	0
			2	0
<b>Public Property</b>				
	Foreman	Full-Time	2	0
	Tradesman	Full-Time	5	0
	Custodial Worker	Part-Time	0	7
			7	7
<b>Police - Criminal Investigations</b>				
	Captain	Full-Time	1	0
	Police Officer (CI Assignment)	Full-Time	17	0
	Lieutenant	Full-Time	1	0
	Police Officer (ID Assignment)	Full-Time	7	0
	Court Liaison Officer	Part-Time	0	1
	Clerk	Part-Time	0	1
	Sergeant	Full-Time	4	0
			30	2
<b>Police - Special Services</b>				
	Captain	Full-Time	1	0
	Lead Clerk/Trainer	Full-Time	1	0
	Telecommunicator Supervisor	Full-Time	1	0
	Telecommunicator I	Full-Time	4	0

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			<i>Full-Time</i>	<i>Part-Time</i>
	Telecommunicator II	Full-Time	11	0
	Telecommunicator	Part-Time	0	4
	Records Clerk	Full-Time	4	0
	Records Office Supervisor	Full-Time	1	0
	Lieutenant	Full-Time	2	0
	Secretary - Police Academy	Full-Time	1	0
	Sergeant - Video Surveillance	Full-Time	1	0
	Video System Supervisor	Full-Time	1	0
	Video Monitor	Part-Time	0	8
	Systems Administrator Supervisor	Full-Time	1	0
			29	12
<b>Police - Patrol</b>				
	Captain	Full-Time	1	0
	Lieutenant	Full-Time	4	0
	Police Officer	Full-Time	112	0
	Police Officer/FTO	Full-Time	2	0
	Sergeant	Full-Time	13	0
	Clerk	Part-Time	0	1
	School Crossing Guard	Part-Time	0	87
			132	88
<b>Police - Administration</b>				
	Chief of Police	Full-Time	1	0
	Confidential Secretary	Full-Time	1	0
	Lieutenant	Full-Time	1	0
	Administrative Assistant	Part-Time	0	1
			3	1
<b>Fire Administration</b>				
	Clerk Typist II	Full-Time	1	0
	Administrative Officer	Full-Time	1	0
	Fire Chief	Full-Time	1	0
	First Deputy Chief	Full-Time	4	0
			7	0
<b>Fire Special Services (Preventive Education)</b>				
	LT Fire Prevention Officer	Full-Time	3	0

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			<i>Full-Time</i>	<i>Part-Time</i>
	Fire Marshal	Full-Time	1	0
<b>Fire Training</b>			4	0
	Lt Fire Training Officer	Full-Time	1	0
<b>Fire Suppression</b>			1	0
	Second Deputy Chief	Full-Time	4	0
	Firefighter IV	Full-Time	68	0
	Firefighter III	Full-Time	10	0
	Firefighter II	Full-Time	14	0
	LT Fire Suppression Officer	Full-Time	4	0
			100	0
<b>Fire EMS</b>				
	Deputy Chief/EMS Mgr	Full-Time	1	0
	EMS Lieutenant	Full-Time	4	0
	Firefighter V - Medic	Full-Time	0	0
	Firefighter IV - Medic	Full-Time	16	0
	Firefighter II - Medic	Full-Time	2	0
	Firefighter I - Medic	Full-Time	4	0
	Transport Coordinator	Full-Time	1	0
	Wheelchair Van Driver	Full-Time	4	0
			32	0
<b>CD Planning</b>				
	Planner III	Full-Time	1	0
			1	0
<b>CD- Property Maintenance</b>				
	Codes Manager	Full-Time	1	0
	Chief Clerk	Full-Time	1	0
	PMI Supervisor	Full-Time	3	0
	Development & Inspection Clerks	Full-Time	4	0
	Property Maint Inspector	Full-Time	19	0
			28	0
<b>CD - Zoning</b>				

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			<i>Full-Time</i>	<i>Part-Time</i>
	Zoning Administrator	Full-Time	1	0
	Zoning Technician	Full-Time	1	0
	Zoning Inspector	Full-Time	2	0
	Clerk	Part-Time	0	1
			4	1
<b>CD - Trades</b>				
	Secretary	Full-Time	1	0
	Chief Building Official	Full-Time	1	0
	Plumbing Inspector	Full-Time	1	0
	Building Inspector	Full-Time	1	0
	Electrical Inspector	Full-Time	1	0
	Mechanical Inspector	Full-Time	1	0
	Residential Inspector	Full-Time	1	0
	Clerk	Full-Time	1	0
			8	0
<b>CD - Administration</b>				
	Deputy CD Director	Full-Time	0.5	0
	Community Development Director	Full-Time	0.5	0
	CD Specialist Manager	Full-Time	0.5	0
	Confidential Secretary	Full-Time	0.5	0
	CD/Hist Preserv Specialist	Full-Time	1	0
			3	0
<b>CD - HUD</b>				
	CD Specialist	Full-Time	2	0
	CD Specialist Manager	Full-Time	0.5	0
	Deputy CD Director	Full-Time	0.5	0
	CD Specialist III	Full-Time	1	0
	Community Development Director	Full-Time	0.5	0
	Confidential Secretary	Full-Time	0.5	0
	Fiscal Officer	Full-Time	1	0
			6	0
<b>Library Administration</b>				
	Director of Libraries	Full-Time	1	0

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			<i>Full-Time</i>	<i>Part-Time</i>
	Assistant Director of Libraries	Full-Time	2	0
	Librarian I	Full-Time	1	0
	Librarian II	Full-Time	4	0
	Librarian III	Full-Time	2	0
			10	
<b>Sewers</b>				
	System Superintendent	Full-Time	1	0
	Utilities Systems Manager	Full-Time	1	0
	Utility Engineer	Full-Time	1	0
	Environmental Prog Coordinator	Full-Time	1	0
	Foreman	Full-Time	2	0
	Equip Op II	Full-Time	12	0
	Clerk Typist I	Full-Time	1	0
	Project Coordinator	Part-Time	0	3
			19	3
<b>WWTP</b>				
	Maint Supv	Full-Time	1	0
	Belt Press Op I	Full-Time	1	0
	Belt Press Op II	Full-Time	1	0
	Cert Oper/Shift Sup	Full-Time	5	0
	Operations Supv	Full-Time	1	0
	Elec/Elect Field Eng	Full-Time	1	0
	Utility Engineer	Full-Time	1	0
	Equip Op II	Full-Time	1	0
	Lab Supv	Full-Time	1	0
	Lab Tech	Full-Time	5	0
	Lab Tech	Part-Time	0	2
	Maint Worker II (Mech)	Full-Time	3	0
	Service Utility Crew Leader	Full-Time	2	0
	Maint Worker III Elec/Mech	Full-Time	2	0
	Industrial Maint Mech	Full-Time	2	0
	Pump Tender	Full-Time	4	0
	Secretary	Full-Time	1	0
	Serv Utility Person	Full-Time	5	0

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			<i>Full-Time</i>	<i>Part-Time</i>
	Sewer Plant Operator I	Full-Time	1	0
	Sewer Plant Operator II	Full-Time	3	0
	Wastewater Treatment Manager	Full-Time	1	0
	Tradesman (Elec)	Full-Time	2	0
			44	2
<b>Recycling</b>				
	Foreman	Full-Time	1	0
	Commercial/Institutional Recycling Coordinator	Full-Time	1	0
	Municipal Aide II	Full-Time	1	0
	Equipment Operator II	Full-Time	6	0
	Maintenance Worker II	Full-Time	5	0
	Education Coordinator	Part-Time	0	1
			14	1
<b>Trash</b>				
	Division Manager	Full-Time	1	0
	Clean City Coordinator	Full-Time	1	0
	Equipment Operator II	Full-Time	2	0
			4	0
<i>Number of Full-Time and Part-Time Employees</i>			584	135