



September 29, 2022

MEMORANDUM

TO: Lisa Schwartz, Human Resources Generalist

FR: Heather Barber, Consultant

RE: Classification Request – Maintenance Custodian

The City provided job documentation related to this position and requested a review based on the updated duties.

The duties of this position have evolved since its original evaluation. Rather than solely a cleaning position, some of the basic housekeeping items have been outsourced, allowing this position to take on more complex maintenance work.

The position was evaluated in a number of areas including Thinking Challenges, Decision-Making, Interactions and Communications, and Education and Experience, and based on the job evaluation score, it would be our recommendation that this position be moved from Grade C to Grade F on the City's salary plan.

Please feel free to contact me with questions on this review.