

From: [Patrick Glynn](#)
To: [Jessie Lillibridge - HR](#)
Subject: Classification Review
Date: Friday, February 23, 2018 10:07:04 AM

I have taken the opportunity to review the job documentation for the classifications of Engineering Technician and GIS/Land Records Technician. These positions are being reviewed in light of a slight departmental restructuring.

- The revised documentation brings us to the conclusion that the ratings for Education/Experience and Decision-Making should be modified. Based on our review, and our follow-up conversations, I am able to recommend continued placement at Grade I for the classification of Engineering Technician
- The revised documentation brings us to the conclusion that the ratings for Education/Experience, Decision-Making, and Interactions/Communications should be modified. Based on our review, and our follow-up conversations, I am able to recommend placement at Grade J for the GIS/Land Records Technician.

Please let me know if there are any questions with these recommendations.

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Top 5 Strengths Themes:

Ideation | Analytical | Relator | Intellection | Deliberative