

RESOLVED, that the Classification of the Classified Service of the City of New York is hereby amended under the heading of Office of the City Clerk [103] as follows:

I. To classify the following managerial title, in the Exempt Class, subject to Rule X, with number of positions authorized as indicated:

<u>Title Code</u> <u>Number</u>	<u>Class of Positions</u>	<u>Salary Range</u>	<u>Number of</u> <u>Authorized</u> <u>Positions</u>
M12930	Deputy City Clerk	#	# # 6 # # Increase from 3 to 6

This is a Management Class of position paid in accordance with the Pay Plan for Management Employees. Salary for this position is set at a rate in accordance with duties and responsibilities.

II. To classify the following non-managerial title, in the Exempt Class, subject to Rule X, with number of positions authorized as indicated:

<u>Title Code</u> <u>Number</u>	<u>Class of Positions</u>	<u>Number of</u> <u>Authorized</u> <u>Positions</u>
XXXXX	Executive Assistant to the First Deputy City Clerk	1

III. To classify the following managerial title, in the Non-Competitive Class, subject to Rule X, Part I, with number of positions authorized as indicated:

<u>Title Code</u> <u>Number</u>	<u>Class of Positions</u>	<u>Salary Range</u> #	<u>Number of</u> <u>Authorized</u> <u>Positions</u>
MXXXXX	Chief of Staff (Office of the City Clerk)	#	1

This is a Management Class of position paid in accordance with the Pay Plan for Management Employees. Salary for this position is set at a rate in accordance with duties and responsibilities.

Part I positions are designated as confidential or policy influencing under Rule 3.2.3 (b) of the Personnel Rules and Regulations of the City of New York and therefore are not covered by Section 75 of the Civil Service Law.

IV. To classify the following non-managerial titles, in the Non-Competitive Class, subject to Rule XI, Part I, with number of positions authorized as indicated:

Annual Salary Range –
Effective 10/24/19

<u>Title Code</u> <u>Number</u>	<u>Class of Positions</u>	<u>New Hire</u> <u>Minimum</u>	<u>Incumbent</u> <u>Minimum</u>	<u>Maximum</u>	<u>Number of</u> <u>Authorized</u> <u>Positions</u>
XXXXX	Special Advisor to the City Clerk	\$74,068	\$79,875	\$114,043	1
XXXXX	Executive Assistant to the City Clerk	\$80,931	\$87,277	\$208,826	1
XXXXX	Assistant Administrator (Office of the City Clerk)	\$45,640	\$49,2218	\$95,476	1
XXXXX	Executive Assistant to the Director of Administration	\$52,645	\$56,772	\$72,865	1

Part I positions are designated as confidential or policy influencing under Rule 3.2.3 (b) of the Personnel Rules and Regulations of the City of New York and therefore are not covered by Section 75 of the Civil Service Law.
