

Extraordinary Qualifications - Civil Service Form #2994

Requester Information

Name: SineadDaniell Date: 12/28/2022

Email: scdaniell@nola.gov

Phone Number: 504-658-7625

Department: Information Systems Management

Employee Details

Employee Name: Ronald Nelson

Department: 220 - CAO

Appointing Authority: Christina Hamilton
Kimberly LaGrue

Is this a promotion or a new hire?: New Hire (Hired Above Minimum) Promotion (Qualified Above Minimum)

Proposed Classification: INFORMATION TECHNOLOGY DIRECTOR**

Current Classification: INFORMATION TECHNOLOGY MANAGER

Job Posting and Appointment

Type of Appointment: Probationary

Date of Appointment (if known):

Duration of Job Posting: More than 30 days

Method(s) of Advertising?: <https://www.governmentjobs.com/>

Detailed Position Description: Highly responsible supervisory, professional and technical work advising and directing either the administrative or technical activities of the Office of Technology /and the Management Information Systems Division of the Chief Administrative Office. Employees in this class have the responsibility for planning, organizing, and directing automatic data processing services and operations in a centralized data processing facility, rendering a variety of services on a city-wide basis. Work includes directing subordinate managers who oversee systems analysis, programming, computer operation, and the operation of related data processing equipment. Work also includes developing long range objectives relative to the use of technology for all city departments, directing efforts to educate and advise city staff in the use of automated systems, as well as supervising those who deliver automated services to city departments. Responsibilities include coordinating the entire range of automated data services from mainframe computing to personal computing; and related work as required.

Qualifications

Attachment 1:
Attachment 2:
Attachment 3:

Additional Documentation

Are there other departmental employees in this classification with the same or equivalent qualifications? Yes No

How are the duties of the position relevant to the advanced qualification?

The duties of the position are directly related to Mr. Nelson's advanced qualifications. The directly related experience, especially the experience Mr. Nelson has gained working directly with ITI over several years will allow him to have better control over the programs which he is being tasked with maintaining and growing. The City is becoming increasingly tech focused and we need to hire staff that can support the increasing demands and direction which has been expressed to ITI. Mr. Nelson's experience and expertise are a rare find. Over 36 years of directly related experience is extraordinarily beneficial in one of the most vital roles within ITI and subsequently, the City's technical infrastructure.

Describe how similar qualifications are not readily available in the labor market at the minimum rate:

Hiring a contractor at an annual rate of \$210,000. It is rare to have someone apply with such extraordinary qualifications and is exemplified by Mr. Nelson being the only applicant on the register.

Describe:		Minimum Qualification - from Job Announcement		Employee Qualification that Exceeds the Minimum		Details	
Experience	Mr. Nelson has over 36 years of directly related experience	Mr. Nelson has over 36 years of directly related experience	Mr. Nelson has over 36 years of directly related experience with several years of that working within Ne	each of the programs that we wish for him to oversee and has worked with them within the context of N	Mr. Nelson has over 36 years of directly related experience with several years of that working within Ne	Mr. Nelson will be in charge of supervising several employees and contractors. This is an absolute requ	son has had over 37 years of supervisory experience in charge of as many as 100 employees.
Supervision	Mr. Nelson has over 37 years of supervisory Experience.	Mr. Nelson has over 37 years of supervisory Experience.	Mr. Nelson will be in charge of supervising several employees and contractors. This is an absolute requ	son has had over 37 years of supervisory experience in charge of as many as 100 employees.	Mr. Nelson has over 37 years of supervisory experience in charge of as many as 100 employees.	son has had over 37 years of supervisory experience in charge of as many as 100 employees.	son has had over 37 years of supervisory experience in charge of as many as 100 employees.
Certifications and Training	Mr. Nelson has received specialized training in multiple applicatio	Mr. Nelson has received specialized training in multiple applicatio	Mr. Nelson has been trained in multiple vital software programs which will allow him to operate more eff	department.	Mr. Nelson has been trained in multiple vital software programs which will allow him to operate more eff	department.	Mr. Nelson has been trained in multiple vital software programs which will allow him to operate more eff
Education	Mr. Nelson has a related degree.	Mr. Nelson has a related degree.	Mr. Nelson has a degree in electrical engineering.	Mr. Nelson has a degree in electrical engineering.	Mr. Nelson has a degree in electrical engineering.	Mr. Nelson has a degree in electrical engineering.	Mr. Nelson has a degree in electrical engineering.

How many applicants were on the eligible list? After reviewing the register, how many possessed the extraordinary qualification(s) described below?

Mr. Nelson is the only qualified candidate on the register.

Proposed Pay Rate

Rate Granted in Steps (maximum of 21):

21

Rate Granted as a Percentage (must be divisible by 1.25):

15

How will hiring this person at the rate specified be a financial advantage to the City? (Please provide an objective financial analysis):

Operations Directors in the private sector are paid above the rate we are requesting for Mr. Nelson. We require Mr. Nelson to maintain uninterrupted functionality of several important programs used by the entire city. His 36 years of experience make him an invaluable asset to the City's entire IT environment. Due to the high turnover in staff, ITI works to preserve as much institutional knowledge as possible to maintain a stable environment. Bringing Mr. Nelson in at the highest entry level rate is an effort to retain his talent in a highly competitive market. The Director of Operations position has been vacant for nearly 6 months now and needs to be filled immediately. Much contract staff are paid considerably higher rates than our civil servants, Mr. Nelson took a pay cut to convert from contractor to City employee in 2021. Hiring Mr. Nelson at the maximum starting salary of \$102,546.33 presents a considerable savings of \$107,454.

Appointing Authority Approval

Name: Kimberly Walker-Laguer

Date: 12/28/2022

Approval: Approved Denied

Comment:

Empty comment box for Appointing Authority Approval.

Class & Pay Approval

Name: Tia Harrison

Date: 1/11/2023

Approval: Approved Denied Cancel

Comment:

Civil Service does not have any objections to this request at this time.

