

**CITY OF NEW ORLEANS
CIVIL SERVICE FORM
EXTRAORDINARY OR SUPERIOR QUALIFICATIONS, EXPERIENCE, CREDENTIALS**

Please complete this form and attach the posted job announcement and verifiable documentation of extraordinary qualifications, experience, and/or credentials. If it is a provisional employee, please submit a prior announcement. Make sure you have vetted the candidate pool to determine how many candidates possessed extraordinary qualifications. Please keep a copy for your records and send a copy of the form to the Civil Service department for the employee's official personnel file. Do not enter this increase in ADP until you have filled out this form.

Appointing Authority Name: Lamar M. Gardere
Appointing Authority Department: Information Technology and Innovation
Appointing Authority Phone Number: 504-658-7639
Appointing Authority E-mail: lmgardere@nola.gov

EMPLOYEE INFORMATION

Name of Employee with Extraordinary Qualifications: Kimberly LaGrue
Current Class (if current employee): C0180
Proposed Class: C0179
Is this a promotion or a new hire? Promotion
What is the new job class? INFORMATION TECHNOLOGY DIRECTOR

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 CIVIL SERVICE
 NEW ORLEANS
 2016 DEC 28 P 14:02

JOB POSTING & APPOINTMENT

Duration of job posting: Open until withdrawn **How position was advertised:** Civil Service
Date of appointment: 1/1/2017 **Type of appointment** (provisional, etc.): probationary
Detailed position description:

Highly responsible supervisory, professional and technical work advising and directing either the operations or enterprise applications sections of the Information Technology 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

1. How many applicants were on the eligible list? How many of them possessed this extraordinary qualification (described below)?

5 total on the list, all with extraordinary qualifications. The candidate we chose has the best combination of subject matter expertise and technical and management experience in the IT systems and environment that the City operates.

2. Minimum qualification(s) exceeded and description of credential(s) (experience, education, certifications, etc.) that exceed(s) the minimum qualification(s):

Minimum Qualification (from job announcement)	Employee's Qualification that exceeds the minimum	Details (university, location, relevance, etc.)
1) Possession of Certifications	Multiple Certifications	Cisco CCNA-Voice Cisco IP Telephony Specialization

		Microsoft Certified Systems Engineer (2000 and 2008 platforms) Certified Micro-Computer Instructor
2) 10 years IT Experience	26 years IT Experience	City of N.O. (MIS) Goodwill Industries, New Orleans Public Schools, Ultimate Technical Solutions, City of N.O. (ITI)
3) 2 years Supervisory Experience	16 years Managerial Experience	Goodwill Industries, New Orleans Public Schools, Ultimate Technical Solutions, City of N.O. (ITI)

3. Description of how similar qualifications are not readily available in the labor market at minimum entrance rate:

Individuals with these qualifications can be found, but they are in higher paying positions than what the minimum entrance rate offers. The combination of managerial experience and subject matter expertise that is required at this level calls for a more senior person who often is unwilling to work at the minimum rate – a rate which is more fitting of a mid-level resource in this field.

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

A significant portion of the job is managing the continual evolution of technology infrastructure. The advent of cloud technologies necessitates decisions on when business applications are most appropriately outsourced or when we should leverage the same cloud infrastructure in-house that commercial cloud providers use. Understanding the capital expense required to manage decisions associated with infrastructure changes vs the capabilities they bring online requires a combination of technical experience in the field and the high level management experience to see the long term ramifications of those decisions. Additionally, continued modernization of the City's infrastructure requires the integration of connected smart devices over a secure and resilient city network. The smart city model heavily favors the transition from a vendor-leased to a City-owned fiber network. This transition presents another opportunity to reduce operating costs. The Director must evaluate the potential savings against the requirements to reliably build and maintain a network. Factors to consider include how to build for future growth, which resources are best outsourced against when to build capacity in-house, and which technologies are best to collect, transport and analyze decision-making data. Again, extensive technical and managerial experience is required to make a good decision.

Other responsibilities that relate to the advanced qualifications:

- a. *Communicate* technical concepts to stakeholders (technical and non-technical) to foster greater adoption of the technologies which run within the City's network.
- b. *Collaborate* with external partners to establish standards by which information is gathered and shared across city, regional, state, and quasi-city/state agencies.
- c. *Design solutions* that allow data to transfer in and out of the Enterprise in a secure, reliable and cost effective manner.
- d. *Provide vision and direction* across the City to prioritize Operational tasks with the introduction of new technologies and services.
- e. *Coach and manage* the Operations team to balance maintaining the health of the technical infrastructure with effective management of the three areas of operations: Workorders (adhoc), Projects, and (long term) Initiatives.

5. How will hiring this person at the rate specified below be a financial advantage to the City? Please provide an objective financial analysis.

The annual salary for Kimberly LaGrue will be \$97,575.31. If we did not hire Kimberly LaGrue as a civil servant, we would need to hire a similarly qualified person through one of our staff

augmentation contracts. To hire such a contractor, the City would pay approximately \$312,000 annually for the resource. This is calculated based on a 2,080 hour year at a rate of \$150/hour. Hiring Kimberly LaGrue as a civil servant represents significant financial value over hiring a similarly skilled employee as a contractor.

6. List other departmental employees in this classification. Do they also possess the exceeded qualification and is it job related? Please attach copies of this form for people with the same or equivalent extraordinary qualifications.

There are no other departmental employees in this classification.

Rate granted (in steps; % must be in increments of 1.25): \$97,575.31 or step 17

Appointing Authority Signature:  _____