

**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: Sewerage and Water Board of New Orleans

Appointing Authority Department: General Superintendent's Office

Appointing Authority Phone Number: (504) 865-0410

Appointing Authority E-mail: rspooner@swbno.org

EMPLOYEE INFORMATION

Name of Employee with Extraordinary Qualifications: Chad Lavoie

Current Class (if current employee): USA **Proposed Class:** USSA-Water Purification

Is this a promotion or a new hire? Promotion **What is the new job class?** USSA-Water Purification

JOB POSTING & APPOINTMENT

Duration of job posting: Continuous since 9/27/21

How position was advertised: nola.gov, governmentjobs.com

Date of appointment: **Type of appointment:** Probationary

Detailed position description: Direction of all drinking water purification activities for the City of New Orleans and S&WB including supervision of the operation and maintenance of two water purification plants; supervision of laboratory testing and research; and ensuring compliance with state and federal drinking water regulations.

QUALIFICATIONS

1. **How many applicants were on the eligible list?** 1
2. **How many of them possessed this extraordinary qualification (described below)?** 1
3. **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) Bachelor's Degree in Chemistry, Biology, Microbiology, or Chemical Engineering	In addition to a BS in Microbiology, completion of 45 semester hours in Computer Science and completion of Medical Technologist certificate program	University of New Orleans 1999-2001 Ochsner Medical Foundation School of Allied Health Sciences
2) Six years senior level professional experience in water purification operations, at least two of which must have included supervisory experience for a major division	28 years of experience in drinking water purification including fourteen as a Microbiologist and Microbiology Lab supervisor for a water utility; 9 years of experience as the manager of a drinking water quality lab; and an additional 5 years of experience managing all water purification activities for two drinking water plants.	S&WB of New Orleans, 1993-present

3) Class 4 Water Treatment License issued by LDH	Class 4 licenses issued by LDH in the following: Water Distribution, Water Production, Wastewater Treatment, Wastewater Collection	Issued by Louisiana Dept of Health
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4. Description of how similar qualifications are not readily available in the labor market at minimum entrance rate:

The job posting attracted no other candidates. Additionally, the pool of professionals with qualifications above the minimum and extensive experience in water treatment and related operations is limited to those who have been working in this career for many years and at a compensation rate above the minimum entrance rate.

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

As water treatment operations become increasing automated and computer controlled, the additional computer science education will be valuable in planning and implementing new technological assets including SCADA. The advanced health science and laboratory education ensures improved technical supervision of the laboratory division and of meeting public health regulations and goals related to drinking water. The many additional years of water treatment related supervision experience at the S&WB and the associated institutional knowledge is crucial for maintaining the continuity of operations of the divisions of the S&WB Water Purification Department and ensuring that drinking water treatment regulations and goals are met as the S&WB plans improvements to aging infrastructure. The additional LDH certifications are indicative of knowledge of how the operations of the Water Purification Dept affect and interact with the operations of other departments at the S&WB which must work together as a system to deliver crucial services to the city.

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

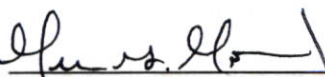

S&WB has a shortage of employees who have a comprehensive knowledge of the technical, scientific, and regulatory aspects of the operations of the S&WB's water treatment plants and laboratory. Not hiring this candidate will result in an immediate need to hire additional employees, as well as contract consultants to ensure continuity of the production of safe drinking water and regulatory compliance while new employees are trained and familiarized with S&WB's water systems.

7. 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.

None

Rate granted (in steps; % must be in increments of 1.25): Step 21 (12 steps above base hiring rate)

Appointing Authority Signature:

 
 *K. M. Moore L. B. Moore