

Extraordinary Qualifications - Civil Service Form #1167

Requester Information

Name: Briannel Hart Date: 12/18/2017
Email: bchart@nola.gov
Phone Number: 504-658-5404
Department: NOPD

Employee Details

Employee Name: Joseph Rexford

Department: 270 - Police

Appointing Authority: Courtney Bagneris
John Thomas
Stephanie Landry
Derek Frick
Eric J. Melancon
Josiah Morgan
John Salomone

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

Proposed Classification: POLICE INFORMATION TECHNOLOGY ADMINISTRATOR

Job Posting and Appointment

Type of Appointment: Probationary

Date of Appointment (if known): 12/9/2017

Duration of Job Posting: Since 10/12/2017

Method(s) of Advertising?: NFOGOV

Detailed Position Description: Under general direction of the Superintendent of Police, the IT Administrator will perform professional, administrative and complex duties as a supervisor in planning, directing, and managing the operation of all police information systems consistent with the city's overall technical strategies and initiatives and in coordination with the Chief Administrative Office's Information Technology Division. Work includes planning, assigning and reviewing the work of lower level IT managers and includes a staff of professional, technical and clerical employees. Responsibilities include: providing the vision and direction for Police Information Technology systems development, acquisition, implementation, and support; establishing the current and long-range direction of technology aimed at keeping the organization on the forefront of change; working effectively with a broad range of officials, employees, and citizens; dispensing technical advice, guidance direction, and authorization to carry out major plans and procedures; coordinating the design, development, marketing, and maintenance of Information Technology projects and services; analyzing new technologies and running competitive analyses; promoting the interfacing and control of the organization's present technology and dissemination of technical information throughout the Police Department; and leading or participating in multiple disciplinary teams throughout the City related to IT projects and services; and related work as required.

Qualifications

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

5 were on the eligible list. Only 1 possessed the certifications, relevant degree, and 25 years of relevant experience.

Describe:	Minimum Qualification - from Job Announcement	Employee Qualification that Exceeds the Minimum	Details
	A Bachelor's Degree in computer science, Computer Information Systems (CIS), Geographic Information Systems (GIS), engineering, or a closely related field. OR Two (2) professional Certifications in areas of information technology.	A Bachelor's Degree in Applied Computing System Analysis & Design AND Three (3) professional certifications as a Microsoft Specialist Managing Projects with Microsoft 2013, a Microsoft Certified Professional, and a Scaled Agile Framework: Agilist (SA).	Degree obtained from Tulane University. Certifications issued by Microsoft and Scaled Agile, Inc.
	Seven (7) years of highly responsible exempt (salaried) managerial level of experience in a technical environment. At least two (2) years of this managerial experience must have included supervision of a professional IT and/or technical IT staff servicing a public safety or law enforcement entity.	Twenty-five (25) years of highly responsible exempt (salaried) managerial level experience in a technical environment. Seven (7) years of managerial experience supervising a professional IT and/or technical IT staff servicing a public safety or law enforcement entity.	Senior Project Manager at GCR supervised the Jefferson Parish Sheriff Office 9-1-1 IT staff for 5 years and Prach Geocent Company for two years (NOPD Contractual Staff).

Describe how similar qualifications are not readily available in the labor market at the minimum rate: Among the applicants for the IT Administrator position, only a small number had the requisite level of experience to make the register, and none had the 25 years of experience that Mr. Rexford has. Experienced IT Administrators in the current market with similar educational qualifications have annual salaries that range between \$100,000- \$120,000 based on data collected by glassdoor.com.

How are the duties of the position relevant to the advanced qualification?: The position requires extensive experience managing, planning and deploying IT projects and resources, as well as interfacing with external stakeholders to ensure project success. All of these duties have been performed by Mr. Rexford in the past.

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

Additional Documentation

Attachment 1:

Attachment 2:

Attachment 3:

Proposed Pay Rate

Rate Granted in Steps (maximum of 21): 21

Rate Granted as a Percentage (must be divisible by 125): 25

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

Hiring this candidate at the proposed rate of \$ 95,181 (Grade 96/ Step 21) would cost the City an additional \$27, 041 in salary and fringes costs above the minimum rate of pay \$ 74, 242.

Mr. Rexford is currently performing a similar set of duties as a contractor supporting NOPD IT programs. His contractor hourly rate is currently billed as \$125/hr. As a full-time staff support for the NOPD, working 35 hours per week, the annual cost of his services is estimated to be \$ 220, 000. The proposed personnel cost of hiring Mr. Rexford at the proposed grade and step would be a total of \$122, 917.

It would be a financial advantage for the City to hire the applicant at 20 steps above the minimum, because it would result in a net savings of \$97, 083 to the City.

Appointing Authority Approval

Name: Josiah Morgan

Date: 12/18/2017

Approval: ☒ Approved ☐ Denied

Comment: approved per Superintendent Harrison

Class & Pay Approval

Name: Samuel Stoule

Date: 12/20/2017

Approval: ☒ Approved ☐ Denied ☐ Cancel

Comment: