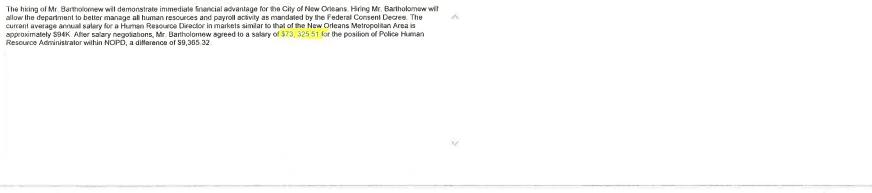
Extraordinary Qualifications - Civil Service Form #1149

Requester Information	
Name:	BrianneHart Date: 11/15/2017
Email:	bchart@nola gov
	504-658-5404
Department:	NOPD
Employee Datalla	
Employee Details	
Employee Name:	Bryan Bartholomew
Department:	270 - Police Appointing Authority: Countrey Bagneris John Thomas
	John Thomas Stephanie Landry Derek Frick
	Eric J Melancon Josiah Morgan
le this a promotion or a now hi	John Salomone ire?: New Hire (Hired Above Minimum) Promotion (Qualified Above Minimum)
Proposed Classification:	POLICE HUMAN RESOURCE ADMINISTRATOR
r roposed Glassification.	TO ELECTION AND RECOGNICE ADMINISTRATION
Job Posting and Appointme	entenenenenenenenenenenenenenene
Type of Appointment:	Probationary Date of Appointment (if known):
	Probationally (V Date of Appointment (it known).
Duration of Job Posti	
Duration of Job Posti	ing: Continous
Method(s) of Advertisin	ing: Continuus Grantinus Civil Service/NeoGov Under general direction of the Assistant Superintendent of Police, this position serves as N.O.P.D.'s Human Resource Manager by
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How many applicants were on the eligible list? After reviewing the register, how many possessed the extraordinary qualification(s) described below?:

22 applicants were on the eligible list and only 1 possessed the extraordinary qualifications,						
		2.5				
		Y				
Describe: Minimum Qualification - from Job Anouncement	Employee Qua	alification that Exceeds the Minimum	Details			
A Bachelor's Degree from an accredited college or university	Applicant poss	sesses a Master's Degree in Human Resources	Obtained from Kaplan University in July of 2014			
Six (6) years of responsible professional administrative experienc e in a centralized human resources division. This experience mus t have been at an exempt (salaried) level and must have included the drafting of personnel procedures, recruiting, and training. At le ast one (1) year of this experience must have been in a superviso ry capacity.		sesses <mark>27 years o</mark> f Human Resource experience				
Describe how similar qualifications are not readily available in the labor market at the r	minimum rate:	A review of the candidates on the eligible list dete to Human Resource Procedures that are unique to	ermined that Mr. Bartholomew is the only applicant who has specific knowledge relative of this organization.	8		
				9		
How are the duties of the position relevant to the advanced	qualification?:	Police Department Police Human Resource Admir	artholomew are imperative to successfully performing the duties of a New Orleans nistrator. Mr. Bartholomew advanced knowledge as it relates to the specifics of the New ids in the coordination of all Personnel responsibilities and ensures effective and detanglet larges. Persons Species division.	^		
				*		
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 Rale						
Rate Granted in Steps (maximum of 21): 12 Rate Granted as a Percentage (must be divisible by 1.25): 13.75						
How will hiring this person at the rate specified be a financial advantage to the City? (Please provide an objective financial analysis):						



Appointing Authority Approval

Name: Josiah Morgan

Date: 11/15/2017

Approval: . Approved Denied

Comment: approved per Superintendent Harrison

Civil Service Form: Extraordinary Qualifications