

**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: Richard Couget
Current Class (if current employee): **Proposed Class:** C0180
Is this a promotion or a new hire? New Hire **What is the new job class?**
IT Supervisor – Networking

JOB POSTING & APPOINTMENT

Duration of job posting: continuous **How position was advertised:** Civil Service
Date of appointment: 03/20/17 **Type of appointment** (provisional, etc.): Permanent
Detailed position description:

Highly responsible technical and supervisory work of a specialized nature in the maintenance, support, and administration of local, wide area and wireless networks. Conducts thorough and detailed review of existing functions and methods of operations and develops systems and processes to foster an environment for continuous improvement. Work also includes:

- Maintaining strategy and implementation plan that optimizes and efficiently deploys LAN/WAN and wireless network;
- Providing supervisory and technical guidance for all of the network/telecom team; Presenting reports on performance at the manager, and executive levels;
- Standardizing all incident identification, tracking, and reporting procedures;
- Analyzing system faults and troubleshooting and running diagnostic tests on operating systems and hardware to detect problems;
- Reviewing and preparing documentation for systems, tests, and production; Performing adds, moves and changes to the Cisco network infrastructure including routers, switches, firewalls and wireless devices;
- Performing adds, moves changes and maintaining Cisco VoIP system including voice messaging;
- Conducting regular and periodic maintenance on network infrastructure to ensure smooth and efficient operations of the network and that maximum network availability is maintained;
- Continually drafting and maintaining documentation for all tasks performed;
- Ensuring project schedules and performance requirements are met.
- Related work as required.

QUALIFICATIONS

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

Mr. Couget is currently supporting the City's networking, data center and disaster recovery (DR) environments, thus most qualified of the candidates for this position. He has over 30 years of relative experience, of which the last five (5) have been with the City of New Orleans.

- 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) Relevant Experience	Years of experience in networking administration; years of supervisory experience;	Over 30 years of experience as a network administrator from 1985 to present; supervisory experience as former owner of telecom utility; 5 years experience supporting City's networking environment
2) Education		
3) Certs/Training		Mr. Couget has previously held Cisco professional networking certifications

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

Individuals with these qualifications are paid more than the minimum and are generally in higher paying positions than the minimum entrance rate.

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

Mr. Couget applies his over 30 years of networking experience to the City's networking operations, lending his skills to the most critical ITI initiatives, including the technical design and implementation of our disaster recovery strategy, networking cyber security defense and response, network architecture and evolution, and the wide-area-network (WAN) conversion. As the City and Sewerage and Water Board move forward on building an institutional fiber network, we have brought Mr. Couget's full skillset to bear on planning and design of the fiber network. His first-hand experience as a former manager and part owner of a fiber utility has given us tremendous insight on business models and operating techniques for sustaining and managing such a network.

- 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 of Richard Couget will be **\$81,999.00**. If we did not hire Mr. Couget as a civil servant, we would continue to pay through one of our staff augmentation contracts at approximately \$191,880.00 annually for the resource. This is calculated based on a 2,080 hour year at a rate of \$92.25/hour. Hiring Mr. Couget as a civil servant represents significant financial value over having 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.** Gary LeBlanc, William Healy

Rate granted (in steps; % must be in increments of 1.25): Grade 90-Step 21 (\$81,999)

Appointing Authority Signature: 