

**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: Ed Quatrevaux _____

Appointing Authority Department: Office of Inspector General _____

Appointing Authority Phone Number: 504 681-3200 _____

Appointing Authority E-mail: equatrevaux@nola.oig.gov _____

EMPLOYEE INFORMATION

Name of Employee with Extraordinary Qualifications: Michael Centola

Current Class (if current employee): C0710 **Proposed Class:** C0712

Is this a promotion or a new hire? Promotion

What is the new job class? Chief of Criminal Investigations

JOB POSTING & APPOINTMENT

Duration of job posting:

How position was advertised: Civil Service

Date of appointment: 2/1/2017 **Type of appointment** (provisional, etc.): Provisional

Detailed position description:

The Chief of Criminal Investigations (CCI) assists the Deputy Inspector General of Criminal Investigations (DCI) in developing long and short term objectives for the division. The CCI develops and implements investigative plans approved by the DCI, First Assistant Inspector General for Criminal Investigations (FACI), and Inspector General (IG) and monitors these plans for their effectiveness. The CCI reviews ongoing cases, draft work projects and proposals and provides day-to-day supervision of investigators within the division. The DCI provides advice on investigative techniques, interviewing methods, and case development to investigators. The DCI continuously monitors the quality of work performed and actively participates in projects as appropriate. The DCI testifies as required in administrative and judicial proceedings.

QUALIFICATIONS

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

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.)
<p>1) Six (6) years of experience in investigations in an Office of Inspector General or similar government investigatory agency on a municipal, state or federal level. Two (2) years of this experience must have been in a supervisory capacity.</p>	<p>Thirty eight (38) years of investigative experience; Thirty three (33) years in a Federal investigatory agency, five (5) years in the Office of Inspector General. Four (4) years of this experience in a supervisory capacity in a Federal investigatory agency.</p>	<p>Mr. Centola entered on duty with the Federal Bureau of Investigation (FBI), as an Investigative Assistant, on 12/17/1978. He left the FBI in 1991 to enter on duty with the U.S. Defense Departments Defense Criminal Investigative Service (DCIS), as a Special Agent, on 08/16/1991. He then left DCIS in 2002 to enter on duty with the Environmental Protection Agency (EPA), as a Special Agent, on 09/09/2002. He became a Supervisory Resident Agent in Charge on 09/08/2007. He retained this supervisory position until his retirement from the EPA on 10/28/2011. He entered on duty with the Office of Inspector General on 10/31/2011 and became Chief of Criminal Investigations on 2/1/2017.</p>
<p>2)</p>		
<p>3)</p>		

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

When you combine Mr. Centola's thirty three years of investigatory experience with his five years of investigatory experience in the Office of Inspector General, with his four years of supervisory experience, you have tremendously narrowed the field of acceptable, viable candidates. Mr. Centola has actually been working in the Office of Inspector General and is very knowledgeable as to rules, regulations, procedures and policies. Anyone matching this experience (this would be an extremely narrow field to choose from) would command a much higher salary in the private sector.

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

There are five critical elements (core responsibilities or duties) that comprise the Chief of Criminal Investigations position: Critical Element # 1 – Investigating, Decision Making, and Analyzing; Critical Element # 2 – Organizing, Planning, and Coordinating; Critical Element #3 – Communicating Orally, and in Writing; Critical Element #4 – Intelligence Base and Liaison; and Critical Element # 5 – Supervising/Managing and Achieving Results. Mr. Centola originally worked as an investigator for the FBI, then as an investigator for the U.S. Defense Department's Defense Criminal Investigative Service, then as an investigator for the Environmental Protection Agency, before joining the Office of Inspector General as an investigator. He has thirty eight years of investigative experience. He also has four years of supervisory experience. Mr. Centola possesses more than six times the minimum required qualifications for this position. His extraordinary experience has translated into quantifiable achievements by the Office of Inspector General. His

unique experience will have a direct positive impact on improving the Office of Inspector General's ability to develop long and short term objectives, investigative plans, case development, and monitoring the quality of work performed by the Investigations Division.

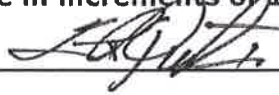
5. How will hiring this person at the rate specified below be a financial advantage to the City? Please provide an objective financial analysis.

In order to attract a person with Mr. Centola's experience, the Office of Inspector General would have to offer a significantly higher salary. Without the rate specified below, the Office of Inspector General risks losing a candidate with exceptional qualifications to the open market. It would be exceedingly difficult to try and replicate the experience, knowledge, and ability of this candidate for the salary offered without the addition of the rate specified below. Mr. Centola's exceptional abilities have resulted in the prevention of \$12 million dollars in potential economic loss to the City of New Orleans.

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): 20% _____

Appointing Authority Signature:  2/25/17