

# Extraordinary Qualifications - Civil Service Form #1068

## Requester Information

Name: JovanBel      Date: 7/23/2017  
Email: JDBel@nola.gov  
Phone Number: 504-658-2528  
Department: Health Department

## Employee Details

Employee Name: Christina Bender  
Department: 380 - Health            Appointing Authority: Marsha Broussard  
Jeff Elder

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

Proposed Classification: DENTAL HYGIENIST I     

## Job Posting and Appointment

Type of Appointment: Probationary            Date of Appointment (if known): 7/16/2017  
Duration of Job Posting: 2 years  
Method(s) of Advertising?: Nola.gov  
Detailed Position Description: Highly responsible professional dental hygienist, providing dental services to patients in the Health Care for the Homeless clinic; instructing dental assistants with their activities and services; as well as performing related work as required

## Qualifications

How many applicants were on the eligible list? How many possessed this qualification (described below)?      There were 3 eligible candidates on the list. Only 1 candidate, Christina Bender possessed the extraordinary qualification for the position based on her 8 years of relevant job experience.

Describe:

Minimum Qualification - from Job Announcement

Employee Qualification that Exceeds the Minimum

Details

Graduation from an accredited school in the State of Louisiana

1 Bachelors of Science Degree in Dental Hygiene, May 2008

Louisiana State University Health Sciences Center, New Orleans

Four (4) years of professional dental hygienist experience

May 2008 to Present worked as a Dental Hygienist

J Kent Roby DMD, New Orleans 2 Dental Auxiliary Resources, Inc , Metairie 3 Dental Temporary Services, Missouri

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Describe how similar qualifications are not readily available in the labor market at the minimum rate:

This position requires a unique set of qualifications to provide quality dental services to the patients seen at the Health Care for the Homeless clinic. Ms. Bender possesses the hygienist experience needed to enhance the clinic's workflows, quality and performance improvement initiatives to oversee dental staff. The extraordinary qualifications listed above are difficult to find at the minimum entrance rate.

How are the duties of the position relevant to the advanced qualification?:

The Health Care for the Homeless (HCH) program is a federal funded grant providing healthcare access to the vulnerable population. Working with homeless individuals, community and social service agencies to meet the immediate healthcare needs of their patients. Ms Bender has extensive experience working with the general public, patients and their family members to improve their oral hygiene and overall health outcomes.

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): 11

Rate Granted as a Percentage (must be divisible by 1.25): 12.5

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

Hiring above the minimum entrance rate will allow the Health Department to acquire a well-qualified candidate that will stay in the position. Rehiring or hiring someone that is not well-qualified will require additional time and money that could be better utilized with the right candidate. With Ms. Bender's experience she will be able to perform her role and function independently, without difficulty.

Appointing Authority Approval

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Name: Marsha Broussard

Date: 7/24/2017

Approval:  Approved  Denied

Comment:

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Class & Pay Approval

Name: Caitlin Doszkevycz

Date: 7/26/2017

Approval:  Approved  Denied

Comment: