

Summary of Proposed/Changed Positions

<i>Activity</i>	<i>Position</i>	<i>Summary Description/Purpose</i>
2005		
Convert	1 Truck Driver to Working Supervisor – Operations	Growth-related: Normally promoted to Working Supervisor for 6 months during winter season, but increasingly needed on regular, year 'round basis. Will assist NU Supervisor in Operations West area with crew supervision and field admin. in addition to Roads maintenance duties; also will participate in rotational standby.
Convert	P/T Accounting Clerk to F/T	Growth-related: Add 0.3 FTE. Work volume substantiates.
Convert	Fleet Supervisor to Manager, Fleet & Supplies	To better manage, coordinate and supervise this high asset value corporate portfolio. (600 vehicles/equip with replace value of \$25m + 900-pce inventory)
New	P/T Operations Clerk	Growth-related: assist with office clerical for Parks & Fleet
New	Licensed Fleet Technician	Growth-related: additional mechanic needed due to increased vehicle inventory and to provide back-up support to small engine mechanic during peak season
New	Supervisor, Horticulture	Growth-related: to oversee field supervision of Horticulture staff (6 f/t + 30 seasonals); 4 greenhouses production to supervise; potential Communities in Bloom participation; would also participate in NU rotational standby
New	Technical Coordinator	Growth-related: provide technical support to GM and Mgrs for benchmarking, KPI's and perf. tracking, research, best practices, tech data input, reports, etc.
New (3)	Working Supervisor	Growth-related: 2 will introduce priority response resource for each Operations geo area to investigate/remedy Ops issues requiring immediate attention (including garbage and dumping complaints from Waste Mgmt, thereby eliminating need for more Waste Inspectors); + 1 for Roads maintenance duties in Operations East (similar to Truck Driver conversion, above.); also will participate in rotational standby
New (3)	115-Day Seasonals	Growth-related – 1 for each Ops area for Winter Control + contract administration
2006		
Convert	P/T Operations Clerk to F/T	Growth-related: add 0.3 FTE due to volume
New	Working Supervisor – Contracts Administration	Growth-related, and to develop/augment Contract Administration function – currently 95+ active Operations supplies/services contracts; assist with volume
New	P/T Labourer/Driver	Growth-related: mornings only to assist stock keeper during peak morning rush for parts/supplies; pick-up/delivery of parts re supplies and fleet; shuttle vehicles to dealers for warranty repairs; receive yard/stock deliveries; general shop duties
New	Fleet Analyst (transfer to Asset Management in 2007)	Growth-related: support Manager with fleet assessment, technical research, life cycle analysis, benchmarking and performance tracking, work order completion and follow-up; tender processes, budgeting and report-writing
New	Manager, Business & Technical Services	Growth-related: consolidate Operations technical & administrative functions (13-15 staff); enhance tech/admin capabilities; liaise with other/support departments
New	Arborist	Growth-related + increased prevention and disease inspection
2007		
New	Accounting Clerk	Growth-related: increased growth in infrastructure and staff impacts on job costing system, budget, accounts
New	Working Supervisor – Contract Administration	Growth-related: continue to develop/augment Contract Administration function; currently 95+ active Operations supplies/services contracts; assist with volume
New	General Maintenance	Growth-related: increased volume of playground equipment to inspect; park equipment repair and refurbishing; will also participate in Winter Control and rotational standby
New	P/T Operations Clerk	Growth-related: provide/assist with clerical volume + provide back-up support
On-going	Temporary Workers	150-Day Seasonals (Parks Mtce) + 115-Day Seasonals (Roads Mtce) + Students