Appendix I: Job Classification and Fair Labor Village of Oak Park Personnel Manual Standards Act (FLSA) Status

Adopted:	Ordinance No. 1997-0-24	Date:	March 31, 1997
Amended:	Resolution No. 2013-R-205	Date:	October 21, 2013
Amended:	Resolution No. 15-297	Date:	May 18, 2015
Amended:	Resolution No. 15-513	Date:	December 7, 2015
Amended:	Resolution No. xx-xxx	Date:	February 6, 2017
Amended:	Resolution No. 20-030	Date:	February 3, 2020
Amended:	Resolution No. 21-89	Date:	March 15, 2021
Amended:	Resolution No. 21-185	Date:	August 2, 2021
Amended:	Resolution No. 22-35	Date:	February 7, 2022
Amended:	Resolution No. 22-151	Date:	July 18, 2022
Amended:	Resolution No. 23-67	Date:	February 6, 2023
Amended:	Resolution No. 23-200	Date:	June 5, 2023

Positions	Ratings	FLSA Exempt from Overtime
Adjudication Director	14 - PM	Yes
Adjudication Hearing Clerk	11 - GS	No
Administrative Secretary Coordinator	9 - GS	No
Assistant Director of Development Customer Services Director/Economic Vitality Administrator	14 - PM	Yes
Assistant Director Public Works	15 PM	Yes
Assistant Human Resources Director	13 - PM	Yes
Assistant Public Works Director/Village Engineer	<u> 15 - PM</u>	<u>Yes</u>
Assistant Village Attorney	13 - PM	Yes
Assistant Village Engineer	13 – PM	Yes
Assistant Village Manager/HR Director	15 - PM	Yes
Assistant Village Manager/Neighborhood Services <u>Director</u>	<u> 15 - PM</u>	<u>Yes</u>
Automotive Parts Supervisor	6 - PM	Yes
Budget & Revenue Analyst	8 – PM	Yes
Building Maintenance Superintendent	11 - PM	Yes
Building Maintenance Contract Coordinator	9 - PM	Yes
Business Intelligence Officer	17 - GS	No
Chief Building Inspector	9 - PM	Yes
Chief Communications Officer	12 - PM	Yes
Chief Diversity Equity & Inclusion (DEI) Officer	14 - PM	Yes
Chief Financial Officer	16 - PM	Yes

Chief Sustainability Officer	13 - PM	Yes
Civil Engineer I	9 - PM	Yes
Civil Engineer II	11 - PM	Yes
Collective Impact Manager	10 - PM	Yes
Positions	Ratings	FLSA Exempt from Overtime
Communications & Social Media Manager	7- PM	Yes
Communications & Social Media Coordinator	6 – PM	Yes
Community Health Advisor	10 - PM	Yes
Community Relations Director	12 PM	Yes
Court Services Liaison	11 - GS	No
Crime Analyst	6 – PM	Yes
Deputy Chief Financial Officer	14 - PM	Yes
Deputy Fire Chief	15 - PM	Yes
Deputy Police Chief	15 - PM	Yes
Deputy Public Works Director	<u> 15 - PM</u>	<u>Yes</u>
Deputy Village Clerk	7 - PM	Yes
Deputy Village Manager	16 - PM	Yes
Development Services Director	<u>16 - PM</u>	<u>Yes</u>
Director of Adjudication	14 - PM	Yes
Director of Development Customer Services	16 – PM	Yes
Economic Vitality Manager	<u>12 - PM</u>	<u>Yes</u>
Emergency Preparedness Coordinator	10 - PM	Yes
Environmental Health Supervisor	9 – PM	Yes
Environmental Services Manager	10 - PM	Yes
Executive Coord Office of the Village Manager	9 – PM	No
Executive Secretary Coordinator	15 - GS	No
Farmer's Market Manager	6 - PM	Yes
Fire Battalion Chief	14 - PM	Yes
Fire Chief	16 - PM	Yes
Fire Inspector	15 - GS	No
Fire Marshal	10 - PM	Yes
Fleet Services Superintendent	11 - PM	Yes
Forestry Superintendent	11 - PM	Yes
Grants Supervisor Manager	9 – PM <u>10 – PM</u>	Yes
Health Education Manager	11 - PM	Yes
Housing Programs Coordinator	<u> 10 – PM</u>	Yes
Human Resources Coordinator	15 - GS	No

Information Technology Director 15 - PM Yes Information Technology Operations Manager 12 - PM Yes Information Technology Operations Specialist 17 - GS No Intern (part time - 30 hours per week/600 per year) 5 - GS No Media Production Manager 8 - PM Yes Media Production Manager 8 - PM Yes Neighborhood Berviees-Superviser Code Compliance Manager 9 - PM 10 - PM Yes Neighborhood Services Experviser Code Compliance Manager 11 - PM Yes Neighborhood Services Programs Manager 11 - PM Yes Positions Ratings FLSA Exempt from Overtime Office Coordinator 15 - GS No Office Ordinator 15 - GS No Office Admanager 17 - GS No Parking & Mobility Services Manager 12 - PM Yes Parking Services Supervisor 8 - PM Yes Parking Services Supervisor 8 - PM Yes Payroll Accountant 8 - PM Yes Permit Processing Manager/Chief Building Officer <	Human Resources Generalist	9 – PM	Yes
Information Technology Operations Specialist	Information Technology Director	15 - PM	Yes
Intern (part time - 30 hours per week/600 per year) 5 - GS No	Information Technology Operations Manager	12 - PM	Yes
Management Analyst 10 - PM Yes Media Production Manager 8 - PM Yes Neighborhood Services-Supervisor Code Compliance Manager 9 - PM 10 - PM Yes Neighborhood Partnerships Administrator 12 - PM Yes Neighborhood Services Programs Manager 11 - PM Yes Positions Ratings PLSA Exempt from Overtime Office Coordinator 15 - GS No Office Coordinator 15 - GS No Office Manager 8 - PM Yes Paralegal 17 - GS No Paralegal 17 - GS No Parking Pacilities Supervisor 8 - PM Yes Parking Services Supervisor 8 - PM Yes Parking Services Supervisor 8 - PM Yes Permit Processing Manager/Chief Building Officer 13 - PM Yes Permit Services Supervisor 9 - PM Yes Permit Services Supervisor 9 - PM Yes Police Chief 16 - PM Yes Police Commander 10 - PM Yes </td <td>Information Technology Operations Specialist</td> <td>17 - GS</td> <td>No</td>	Information Technology Operations Specialist	17 - GS	No
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Neighborhood Services Programs Manager Positions Ratings Risk PISA Exempt from Overtime Office Coordinator Office Coordinator Office Manager Paralegal 17 - GS No Parking & Mobility Services Manager Parking Facilities Supervisor Parking Services Supervisor Parking Services Supervisor Parking Services Supervisor Permit Processing Manager/Chief Building Officer Permit Services Supervisor Permit Services Services Services Services Services Services Services Ser	•	9 - PM <u>10 - PM</u>	Yes
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Parking Facilities Supervisor Parking Services Supervisor Payroll Accountant 8 - PM Yes Permit Processing Manager/Chief Building Officer Permit Services Supervisor Permit Services Supervisor Police Administrative Commander Police Chief 16 - PM Yes Police Commander 14 - PM Yes Police Community Liaison Coordinator 6-PM Yes Police Records Supervisor 8 - PM Yes Public Health Director 15 - PM Yes Public Health Nurse 8 - PM Yes Public Works Director 16 - PM Yes Senior Accountant 9 - PM Yes Research Assistant 9 - GS No Social Media Coordinator 11 - PM Yes Streets Supervisor 10 - PM Yes Sustainability Coordinator 11 - PM Yes Traffic Engineer/Assistant Village Engineer Ves Ves Ves Ves Ves Ves Ves	Paralegal	17 - GS	No
Parking Services Supervisor Payroll Accountant Remit Processing Manager/Chief Building Officer Permit Processing Manager/Chief Building Officer Permit Services Supervisor Police Administrative Commander Police Chief Police Commander Police Commander Police Commander Police Community Liaison Coordinator Police Records Supervisor Public Health Director Public Health Nurse Public Works Director Public Works Director Possion Accountant Possion Accou	Parking & Mobility Services Manager	12 - PM	Yes
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Permit Processing Manager/Chief Building Officer Permit Services Supervisor Police Administrative Commander Police Chief Police Commander Police Commander Police Community Liaison Coordinator Police Records Supervisor Public Health Director Public Health Nurse Public Works Director Senior Accountant Pes Posesarch Assistant Pes Senior Accountant Pes Streets Supervisor Posesarch Assistant Posesarch Assistant Village Engineer	Parking Services Supervisor	8 - PM	Yes
Permit Services Supervisor Police Administrative Commander 10 - PM Yes Police Chief 16 - PM Yes Police Commander 14 - PM Yes Police Community Liaison Coordinator 6-PM Yes Police Records Supervisor 8 - PM Yes Public Health Director 15 - PM Yes Public Works Director Senior Accountant 9 - PM Yes Senior Accountant 9 - PM Yes Serior Acsistant 9 - GS No Street Supervisor 10 - PM Yes Streets Superintendent 11 - PM Yes Traffic Engineer/Assistant Village Engineer Village Attorney Ves Police Commander 10 - PM Yes Yes Public Works Director 16 - PM Yes No Yes Traffic Engineer/Assistant Village Engineer Ves Ves Ves Ves Ves Ves Ves	Payroll Accountant	8 - PM	Yes
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Police Chief 16 - PM Yes Police Commander 14 - PM Yes Police Community Liaison Coordinator 6-PM Yes Police Records Supervisor 8 - PM Yes Public Health Director 15 - PM Yes Public Health Nurse 8 - PM Yes Public Works Director 16 - PM Yes Senior Accountant 9 - PM Yes Research Assistant 9 - GS No Social Media Coordinator 11 - GS No Street Supervisor 10 - PM Yes Sustainability Coordinator 10 - PM Yes Traffic Engineer/Assistant Village Engineer 13 - PM Vies Village Attorney 16 - PM Yes	Permit Services Supervisor	9 – PM	Yes
Police Commander Police Community Liaison Coordinator Police Records Supervisor 8 - PM Yes Public Health Director Public Health Nurse Public Works Director 16 - PM Yes Public Works Director 16 - PM Yes Senior Accountant 9 - PM Yes Research Assistant 9 - GS No Social Media Coordinator 11 - GS No Street Supervisor 10 - PM Yes Traffic Engineer/Assistant Village Engineer Village Attorney Yes Yes Yes Yes Yes Yes Yes Y	Police Administrative Commander	10 - PM	Yes
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Police Records Supervisor Public Health Director Public Health Nurse Public Works Director Public Works Director Senior Accountant Pes Research Assistant Pes Social Media Coordinator Street Supervisor Streets Superintendent Sustainability Coordinator Traffic Engineer/Assistant Village Engineer Ves Public Works Director 16 - PM Yes Public Works Director 16 - PM Yes No Yes No No Street Supervisor 10 - PM Yes Traffic Engineer/Assistant Village Engineer Ves Village Attorney Yes Village Attorney Yes	Police Commander	14 - PM	Yes
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Sustainability Coordinator 10 - PM Yes Traffic Engineer/Assistant Village Engineer 13 - PM Yes Village Attorney 16 - PM Yes	Street Supervisor	10 - PM	Yes
Traffic Engineer/Assistant Village Engineer 13 - PM Yes Village Attorney 16 - PM Yes	Streets Superintendent	11 - PM	Yes
Village Attorney 16 - PM Yes	Sustainability Coordinator	10 - PM	Yes
	Traffic Engineer/Assistant Village Engineer	<u>13 - PM</u>	<u>Yes</u>
Village Engineer	Village Attorney	16 - PM	Yes
	Village Engineer	14 - PM	Yes

Planning & Urban Design Manager/Village Planner	12 PM - <u>13 - PM</u>	Yes
Water and Sewer Supervisor	10 - PM	Yes
Water and Sewer Superintendent	11 - PM	Yes
Water Meter Supervisor	8 – PM	Yes
Welcome Center Coordinator	<u> 15 - GS</u>	<u>No</u>