

Proposed Job Title	FTEs	Summary of Job Functions
Department: Community Services		
Branch: Community and Recreation Facilities		
Operations Supervisor	0.7	Operating Impact of Council Approved Capital Project - Manage operations and safety of new recreation facility (Clareview) including recruitment and training of staff, budget and staffing levels
Public Information Officer II	0.2	Operating Impact of Council Approved Capital Project - Develop branding, communications, advertising & marketing required prior to new facility opening (Clareview)
Recreation Officer III	0.8	Operating Impact of Council Approved Capital Project - develop the leadership and organizational capacity of the operator organization. (Clareview)
Aquatic Facility Foreman	0.3	Operating Impact of Council Approved Capital Project - Supervise Aquatic facility and maintain aquatic standards including Emergency Preparedness Plan, ENVISO Plan & Procedures, develop necessary components and work with Alberta Health to secure Swimming Pool Permit, secure Pool Chemical Products and FF&E items (Clareview)
Operations Supervisor	0.7	Operating Impact of Council Approved Capital Project - Manage operations and safety of new recreation facility (Meadows) including recruitment and training of staff, budget and staffing levels and working with partners to program and animate the facility
Public Information Officer II	0.2	Operating Impact of Council Approved Capital Project - Develop branding, communications, advertising & marketing required prior to new facility opening (Meadows)
Aquatic Facility Foreman	0.3	Operating Impact of Council Approved Capital Project - Supervise Aquatic facility and maintain aquatic standards including Emergency Preparedness Plan, ENVISO Plan & Procedures, develop necessary components and work with Alberta Health to secure Swimming Pool Permit, secure Pool Chemical Products and FF&E items (Meadows)
Arena Crew Leader	0.1	Operating Impact of Council Approved Capital Project - Ice making and line painting, equipment and recruitment, orientation, training , scheduling of staff for the new facility (Meadows)
Recreation Technician I	3.0	Operating Impact of Council Approved Capital Project - Interpretative talks and animal interactions in the new Entry Wander exhibit (Valley Zoo Rehabilitation)
Zoo Attendant	1.0	Operating Impact of Council Approved Capital Project - Daily maintenance and behavioural training of animals in the new exhibits (Valley Zoo Rehabilitation)
Recreation Facility Attendant I	2.0	Operating Impact of Council Approved Capital Project - Cashiers during peak times and provide guest services at entry plaza (Valley Zoo Rehabilitation)
Labourer I	1.0	Operating Impact of Council Approved Capital Project - Year round maintenance of the plaza, wander, education building and public washrooms (Valley Zoo Rehabilitation)
AV Technician II	0.5	Operating Impact of Council Approved Capital Project - Service and programs technology for education programs and visitor displays (Valley Zoo Rehabilitation)
Labourer I	1.8	Operating Impact of Council Approved Capital Project - Servicing and maintenance of river valley trails, park access, staircases and bridges (River Valley Growth)

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Recreation Officer III	1.0	Operating Impact of Council Approved Capital Project - Provide interim 18 month support to the Mill Woods Senior Activity Centre prior to and after seniors occupy the new centre, assist with facility management and operation including fund development strategies, enhancing the governance capacity of the Board, supplementing mentoring and coaching that will be offered by staff and board members of other seniors centres in Edmonton, development of partnerships with multicultural organizations and help to establish new policies and procedures in relation to the lease agreement and relationship with Edmonton Public Library.
Branch: Community Strategies and Development		
General Manager	-1.0	Reduction of an FTE with the move of the Infrastructure Services' GM position to Community Services
Branch: Community Standards		
Field Operations Coordinator	1.0	Service Package - Field Operations Coordinator will provide on-street coordination and operational support for seasonal ban, school, festival, and special event parking enforcement efforts. Position will liaise with community stakeholders to address neighbourhood specific on-street parking concerns.
Call Evaluator	1.0	Service Package - Enhanced dispatch of Peace Officers, Park Rangers, and Parking Enforcement to improve coordination and boost service delivery
Branch: Fire Rescue		
Emergency Preparedness Officer	2.0	Service Package - One Officer will lead comprehensive program to establish continuity of business operations procedures for the City of Edmonton and the other to coordinate emergency social services planning, preparation and training to meet Corporate and Department needs
Branch: Neighbourhoods, Parks & Community Recreation		
Arborist I	0.5	Operating Impact of Council Approved Capital Project - Tree maintenance service such as pruning, tree repair, emergency callouts, replacement tree plantings and overall tree health will be provided in response to increased inventory growth
Equipment Operator I	4.6	Operating Impact of Council Approved Capital Project - Seasonal positions to operate mowing equipment resulting from increased turf maintenance due to growth
Equipment Operator II	1.0	Operating Impact of Council Approved Capital Project - Additional Equipment Operator required to run forestry related equipment due to growth in tree plantings and naturalization program
Labourer II	1.0	Operating Impact of Council Approved Capital Project - Ground crew for tree maintenance program will be provided to accommodate growth in forestry assets
Labourer II	3.0	Operating Impact of Council Approved Capital Project - Additional Labourers required to ensure that park infrastructure is maintained at acceptable levels due to growth in parks assets
Parks Supervisor	4.0	Operating Impact of Council Approved Capital Project - Parks Supervisors will provide leadership and supervision for park maintenance crews as a result of growth
Parks Coordinator	1.0	Operating Impact of Council Approved Capital Project - Resource Coordinator will provide oversight and

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		administration of resources for District operations to help manage assets resulting from new park development
Recreation Tech I	1.7	Operating Impact of Council Approved Capital Project - Recreation Technicians will provide additional program delivery services which is required for new playground and skatepark growth
Recreation Officer I	1.0	Operating Impact of Council Approved Capital Project - Recreation Officer will provide support to neighbourhoods, community leagues, partners, and other stakeholder to accommodate overall city growth
Landscape Tech II	1.0	Operating Impact of Council Approved Capital Project - provide tree protection, support the corporate tree policy, and work with industry on new tree plantings to meet the current growth demand
Branch: Project Management and Maintenance Services		
Carpenter Apprentice	1.0	Operating Impact of Council Approved Capital Project - Growth in structural maintenance requirements. An apprentice allows a future journeyman to train in the maintenance environment.
Electrician I	1.0	Operating Impact of Council Approved Capital Project - Growth of electrical maintenance work related to security/access control systems and safety sensitive areas
Electrical Helper	2.0	Operating Impact of Council Approved Capital Project - Reduce operating costs by using trades helper-type staff do perform work that does not require a licensed electrician to perform
Steamfitter Foreman	1.0	Operating Impact of Council Approved Capital Project - Provide improved work control and supervision of trades persons, and to reduce the span of control from 22 to a more acceptable foreman/ worker ratio
Plumber/Gasfitter	3.0	Operating Impact of Council Approved Capital Project - Increase to preventive maintenance and repair services - one position added to Boiler/Heating crew, one to south shop maintenance team and one to north shop maintenance team
Electrical Foreman	1.0	Operating Impact of Council Approved Capital Project - Provide improved work control and supervision of trades persons, and to reduce the span of control from 45 for two foremen to a more acceptable foreman/ worker ratio
Custodial Worker	3.0	Operating Impact of Council Approved Capital Project - Provide cleaning services at Southwest Police Station and additional services at the Valley Zoo
Building Operator	1.0	Operating Impact of Council Approved Capital Project - Hire, train and participate in the commissioning process for both the Clareview and Meadows recreation centers, and then to operate the facilities once they are turned over to the City
Roofer	1.0	Operating Impact of Council Approved Capital Project - Address the staffing shortfall in the roof maintenance and inspection crew
Shutdown Coordinator	2.0	Operating Impact of Council Approved Capital Project - Enhance our existing processes for facility maintenance shutdowns for routine, non routine (high risk), and emergency maintenance work primarily in recreation facilities. Manage the risk, provide an appropriate level of project management

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		to ensure schedule and budget adherence, and safety performance for in-house staff and contractors working in the same area.
Locksmith I	1.0	Operating Impact of Council Approved Capital Project - Additional resource required due to growth, backlog of maintenance work required for door and lock hardware, and inability to find interested contractors when attempts made to contract work out
Clerk II	2.0	Operating Impact of Council Approved Capital Project - One position required to balance the work load for increased volume of calls received by Dispatch staff related to location change and the OH&S Working Alone legislation, and the other for administrative support related to increase in contract activity and manual data entry for time keeping and work order processing
Custodial Services Inspector	1.0	Operating Impact of Council Approved Capital Project - Provide contract administration and inspection for increased contracted custodial services in buildings added in 2012 and previous two years
Fire Door Inspector	1.0	Service Package - Positions required as per service package submitted related to the adoption of NFPA 80 by the Alberta Building Code in 2013
Custodial Worker	0.2	Historical adjustment to custodial position (#1006844) to reconcile financial manpower model
Department: Corporate Services		
Branch: Human Resources		
HR Project Manager & HR Consultant	-2.0	Positions not required to work on HRIS Project
Branch: Office of the City Clerk		
Multiple TBD - 2013 Election	17.0	<ul style="list-style-type: none"> • January to December 7 FTEs - Receptionist, Voting Coordinator (GIS), Logistics Coordinator (Getting stuff to stations, contracts, supplies distribution), IT Coordinator (Technology stuff), Communications Coordinator (Web, Communications, Forums), Worker Coordinator (HR), IT Project Manager • May to November 7 = 3.5 FTEs - 6 Ward Coordinators and Mock Coordinator • August to October - 1.5 FTEs- 6 Trainers • May to August - 1.0 FTEs= 3 Summer Students (Warehouse (2)) Office Support • May to November 2 FTEs are distributed to support positions of the Mock Coordinator, Logistics Coordinator or IT Coordinator. Primarily it is used by IT coordinator to ensure election readiness
Department: Financial Services and Utilities		
Branch: Corporate Accounting & Treasury		
	-2.0	Accounts receivables Accounting Assistants - these two positions were no longer required as a result of efficiencies implemented.
Branch: Assessment & Taxation		
Assessor	2.0	Assessment operations
Branch: Client Financial Services		
Lead, Operating and	1.1	Lead the implementation of the new operating and capital

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Capital Budget System		budget system. 0.1 FTE was an adjustment to bring a part-time position to half time.
Department: Office of the City Manager		
Branch: Corporate Communications		
Edmonton Salutes Coordinator	0.6	The Edmonton Salutes Coordinator advances Edmonton's nationally recognized role as Canada's leading municipality in the provision of support for the military and their families. The Coordinator supports the Edmonton Salutes Committee and provides hands on assistance for all events and communications related to the military. As well, the position networks with members of the military and business community.
Branch: Intergovernmental and External Affairs		
Strategic Coordinator	1.0	Implement an enhanced and strategic Event Attraction Initiative
Event Coordinator	1.0	Provide ongoing support with the Event Attraction Initiative
Project Coordinator	2.0	Temporary Employee hired to implement a specific event
Department: Sustainable Development		
Branch: Housing & Economic Sustainability		
Strategic Coordinator I	1.0	Professional support to Executive Director of Economic Development and implementation of The Way We Prosper plan
Branch: Current Planning		
Clerk III	2.0	Service Volumes - Application intake and processing for permits and licenses to keep up with projected volumes
Planner I	3.0	Service Volumes - Development Permit Approvals to keep up with projected volumes
Planning Technician I	6.0	Service Volumes - Development and Building Permit Approvals to keep up with projected volumes
Engineer (PE2)	1.0	Service Volumes - Development Coordination - Engineering review and servicing agreements coordination for growth in municipal infrastructure to keep up with projected volumes
Safety Codes Officer II	8.0	Service Volumes - Building, Mechanical, and Electrical Inspections to keep up with projected volumes
Engineer (PE3)	1.0	Green Building Plan - Engineering review and coordination for the innovative and green technologies of Green Building implementation
Engineering Technician	1.0	Green Building Plan - Technical review and coordination for the unique Green Building elements outside of standards
Planner I	1.0	Green Building Plan - Development review and approvals of innovative and green technologies and processes
Planning Technician I	2.0	Green Building Plan - Development and Building Permit review and approvals for the unique Green Building elements outside of standards
Senior Planner	1.0	Business Facilitation Service - Dedicated file management to facilitate business and industrial client approvals
Planner I	2.0	Business Facilitation Service - Dedicated file management to facilitate business and industrial client approvals
Planning Technician I	2.0	Business Facilitation Service - Dedicated file management to facilitate business and industrial client approvals
Senior Planner	1.0	Service Enhancement - Development and Building process improvements and new service implementation
Planner I	2.0	Service Enhancement - Development and Building process improvements and new service implementation

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Planning Technician I	2.0	Service Enhancement - Development and Building process improvements and new service implementation
Accounting Assistant	1.0	Corporate Support - Financial management and support for due diligence in effectively managing increased volumes of agreements and securities
Senior Planner	1.0	Technical Support - Parks Planning to be responsive to park volumes and quality
Planner I	1.0	Technical Support - Parks Planning to be responsive to park volumes and quality
Planner I	1.0	Historical Adjustment - Commercial Development Permit Approvals
Planner II	1.0	Historical Adjustment - Commercial Development Permit Approvals
Planning Technician I	2.0	Historical Adjustment - Commercial Development Permit Approvals
Safety Codes Officer II	3.0	Historical Adjustment - Commercial Building Permit Approvals and Inspections
Recreation Officer II	1.0	Historical Adjustment - Public Engagement
Department: Transportation Services		
Branch: Edmonton Transit		
LRT Servicemen	2.0	Hosteling of trains for testing, maintenance and daily service preparation. Required to support the testing and commissioning phase of the NLRT project in 2013 and ongoing servicing need in 2014 with the NAIT line operational.
LRT Inspector	2.0	Operation of the train control system during the testing and commissioning phases of the NLRT project and ongoing control room operation and field line support for the NLRT line in operation in 2014.
Signals Engineer	1.0	Provide coordination and operations technical support for the design, testing and commissioning phases of the NLRT signal systems. Ongoing requirement for the operational support, repair and maintenance of the CBTC signal system when the line is operational. Develops preventative maintenance programs for the new system when it goes into operation in 2014.
Track Maintainer	3.0	Inspect and maintain the track during the testing and commissioning phases of the NLRT project (snow removal, switch maintenance, track inspections) to ensure the safety of the track. Ongoing need to repair and maintain track once the line is in operation in 2014.
ROW Maintenance Supervisor	1.0	Manage the track crew involved in the maintenance and repair of all of the LRT trackwork, switches, crossings and right of way. Maintain and repair specialized track maintenance equipment. Plan and implement track maintenance programs for both the existing LRT track and the NAIT expansion.
Vehicle Engineer	1.0	Ongoing role to provide technical support for the modification, design, testing and maintenance of the 94 Light Rail Vehicles used to provide service on the full LRT system. Key role in 2013 to review designs, coordinate installation and test the signal equipment being installed on the LRV fleet.
Bus Operator	3.5	Bus Driver
Bus Operator	2.9	Bus Driver

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Bus Operator	2.5	Bus Driver
Administration Assistant - Regional Services	1.0	The key activities of this position will be to provide clerical and administrative support for regional transit service activities, including data input, billing preparation, processing customer inquires and assisting in the preparation and processing of service agreements.
Bus Operator	0.5	Bus Driver
Bus Operator	0.5	Bus Driver
Security Room Monitor	1.0	<p>Dispatching on-line Security personnel to situations and alerting service support control</p> <p>Monitoring activities on the LRT system and Bus Terminals using a 13 monitor CCTV</p> <p>Identifying situations where passenger/customer safety is threatened/compromised and initiating the appropriate responses</p> <p>Observe and record all CCTV/audio activities where the public or employees maybe at risk</p> <p>Responding to requests for assistance via emergency phones, alarms, panic buttons, pay phones, etc</p> <p>Monitoring and controlling access to washrooms and elevators</p> <p>keeping accurate and specific records of all incidents / events</p> <p>Working collaboratively with stakeholders to ensure ETS goals are met</p> <p>Providing excellent service to customers</p>
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		elevators keeping accurate and specific records of all incidents / events Working collaboratively with stakeholders to ensure ETS goals are met Providing excellent service to customers
Training Specialist II - 8 hrs	1.0	Development/revision of training content Front line supervision of Senior Instructors, assigned instructors, the auxiliary Instructor pool Ensure quality of content and instruction across ETS Ensuring that ETS training meets both Alberta Transportation regulations, as well as industry best practice
Customer Service Clerk	0.7	Selling Fare Product, processing fare refunds and returns, administer the customer portion of the lost and found, providing to citizens in person, via telephone, emails, or fax
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Strategic Analyst/Advisor	1.0	Continuous process improvement related work
ETS Group Information Agent	0.7	The Information Group Agent's job description has changed over time. This job now conducts mostly Customer Service duties, i.e. Ticket and Pass sales, Lost & Found, and any related duties associated with the job
CO-OP Student	2.8	Depending on the projects and their requirements
CO-OP Student	1.6	Depending on the projects and their requirements
Bus Operator	-6.0	Bus Driver
Utilityman	-1.0	General Maintenance
Utilityman	-1.0	General Maintenance
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Branch: Transportation Operations		
Labourer II	1.0	Sanding, plowing & keeping pace with increased inventory of roads
Labourer II	1.0	Street cleaning and keeping pace with increased inventory of roads
Department: Edmonton Police Services		
Various	34	Annualization of 68 new positions approved within the 2012 Budget related to the Violence Reduction Strategy – Sergeants, Constables and Clerical Staff for Strategic Traffic Apprehension Teams, Surveillance Unit, Downtown Entertainment Zone Beats, Neighbourhood Empowerment Teams and Public Safety Compliance Team
Systems Analyst	3	Operating Impacts of Capital –to provide support to infrastructure and applications related to capital projects and compliance with provincial retention period for CCTV records.
The following positions have been funded from budget reallocations or increases in revenue		
Detectives	2	Undertake Sexual Assault Investigations
Constable	-1	Cancellation of seconded position to Alberta Gaming & Liquor Commission
Manager	1	To oversee the Police Information Check Unit

Clerical	3	Processing of Police Information Checks
Clerical	2	Processing of Central Registry files
Payroll Team Lead	1	Processing of Payroll
Constable	1	Information Management Approval Centre
Non-sworn Investigators	5	Undertake Professional Standards Investigations
Paralegal	1	Criminal Code 490 Hearings
Sergeant	1	Specialist work associated with Violence Reduction Strategy
Methods Analyst	1	Analysis to support Violence Reduction Strategy
Technician	1	Processing of video evidence for Court.
Edmonton Public Library		
Library Assistant	1.0	New Service Initiative: Maker Space - This service package is conditionally funded through donations and sponsorships. It includes the costs of purchasing and operating space within Edmonton Public Library to provide alternate forms of programming such as writing, music, computer design and gaming. The intent is to provide an environment to encourage and foster people's interest and talents in publishing, music and technology. This position will support this program.
Library Assistant	0.5	New Service Initiative: Read. Talk. Play. Share. - This service package is conditionally funded through donations and sponsorships. It supports a proposed city-wide book gifting program for infants to early grade schoolers. The target audience of Read.Talk.Play.Share. is babies, toddlers, preschoolers, early school-aged children and their primary care givers in the city of Edmonton. The program will communicate the importance of early literacy and the library's role in supporting the 5 behaviours of early literacy. The position will support this program.
Edmonton Economic Development Corporation		
Shaw Conference Centre	-10.0	Reduction of 10.0 FTE's a result of general efficiencies and scheduling changes.
Vehicle For Hire (Boards, Commissions and Authorities)		
Municipal Enforcement Officer II	1.0	Compliance support to meet increased demand for enforcement due to change in hours to meet needs of the industry