

RESOLUTION NO. 526

CALLING EXAMINATION FOR ELIGIBLE LIST IN THE DEPARTMENT OF STREETS IN THE CLASSIFIED SERVICE OF THE TOWN OF SAN ANSELMO, AS PROVIDED FOR IN ORDINANCE NO. 244 OF THE TOWN OF SAN ANSELMO.

WHEREAS, there is no eligible list of qualified applicants for the Department of Streets in the Classified Service of the Town of San Anselmo, and

WHEREAS, public interest, convenience and necessity requires that such a list should be established,

NOW THEREFORE BE IT RESOLVED, by the City Council of the Town of San Anselmo, that examinations to create an eligible list for the Department of Streets in the Classified Service of the Town of San Anselmo be held in accordance with the following "NOTICE OF CIVIL SERVICE EXAMINATIONS"

Sheet entitled " NOTICE OF CIVIL SERVICE EXAMINATIONS " attached hereto and made a part hereof.

BE IT FURTHER RESOLVED, that JEROME B. HANNIGAN (signed) be, and is hereby declared to be, the Special Examiner to conduct all written tests in such examination, and that _____ and _____ be and are hereby declared to be, the Special Examiners to conduct the physical and agility tests in such examinations.


Mildred Scoggins, City Clerk

I HEREBY CERTIFY, that the foregoing resolution was duly passed and adopted at a regular meeting of the San Anselmo City Council held on the 22nd day of May 1951 by the following vote:

AYES: COUNCILMEN: SKINNER, KNOLES, O'MARA, SMITH, BOOTH
NOES: COUNCILMEN: NONE
ABSENT: NONE


Mildred Scoggins, City Clerk

NOTICE OF CIVIL SERVICE EXAMINATION:

NOTICE IS HEREBY GIVEN, that on September 15, 1951 the Town of San Anselmo will conduct examinations for eligible list for the Department of Streets in the Classified Service of the said Town of San Anselmo as provided for in Ordinance # 244 of the Town of San Anselmo to wit:

Street Maintenance and Equipment Operator, Full Time, Classification 15, Range C, Starting Salary \$ 259.00 per Month plus \$15.00 temporary cost of living adjustment.

DUTIES: Under supervision to perform a variety of unskilled and semi-skilled tasks in the repair, maintenance, and cleaning of City streets and parks; and to do other work as required.

TYPICAL TASKS: Operates a street sweeper, hydraulic grader, roller, flat bed and dump truck, and other pieces of road equipment in cleaning, building and repairing city streets; builds culverts, storm drains and curbs using hand tools and pneumatic tools; repairs equipment; mixes, pours and finishes concrete; digs ditches; cleans culverts and catch basins; trims and prunes trees; makes brooms for power street sweepers and makes hand brooms; paints curbs and parking lines.

QUALIFICATION REQUIREMENTS: Examination is open to all male applicants between the ages of 21 to 40 years of age at the date of the examination, who are strong, active, physically sound, in good health, of good appearance, character and habits, and who are citizens of the United States of America and residents of the County of Marin for a continuous period of one year immediately prior to the date of filing application, the successful candidate or applicant will be required to establish and maintain residence within the Town of San Anselmo., and who are not disqualified by requirements set forth in Rule IV of the Rules and Regulations, (These requirements chiefly pertain to the applicants mental, moral and physical nature and to his previous behaviour and conduct)

SAID EXAMINATION will be held at the City Hall, San Anselmo, California, commencing September 15, 1951, and will consist of the following parts and subjects, with weight of each part or subject, if any, set forth, as follows, to wit:

1. Applicants must pass medical examination.
2. Written tests designed to test ability and understanding of the following subjects:

	Weight:
Ability to understand, remember and follow oral instructions.	
Observation and memory. Aptitude for street work and judgement and ability to understand written instructions.....	50
3. Oral Examination and interview	50
Total Weights.....	100

Veterans of World War II receive a credit of 5 weights. Applications for the above examination must be in writing and filed with the Personnel Clerk in the City Hall, San Anselmo, California on or before 5:00 O'Clock P.M. 31 August 1951.

Mildred Scoggins, City Clerk