



EMPLOYMENT OPPORTUNITIES

CITY OF MINNEAPOLIS
City of Minneapolis Human Resources Department
250 South 4th Street, Room #100
Minneapolis, MN 55415
(612) 673-2282
<http://www.minneapolismn.gov/jobs>

Employment Opportunities as of Monday, July 18, 2016

Job #	Job Title	Job Type	Salary	Issue Date	Filing Date
2016-00289	Assistant City Attorney I - Civil Litigation	Full-time	\$71,192.00 - \$103,398.00 annually	06/27/16	07/18/16

Department:
ATTORNEY

Position Description:

Under general supervision of the Litigation Manager, the Assistant City Attorney I assigned to the Litigation Team performs professional legal work of ordinary difficulty and complexity involving civil litigation and related matters. Represents the City of Minneapolis, and its various departments, boards, and commissions, in civil litigation and related matters, including advice concerning investigation and development of cases, broad policy level guidance, and representation.

Application Process: ALL applicants MUST submit a completed:

- City of Minneapolis application (in TeamMinneapolis)
- A copy of your attorney's license (submit via TeamMinneapolis)
- Resume (submit via TeamMinneapolis)
- Response to screening questions (in TeamMinneapolis)

Applicants failing to follow the application process will not be considered. Resumes are not being accepted in place of an official City of Minneapolis application.

Salary Range: \$71,192 - \$103,398

2016-00308	Deputy Chief Finance Officer (Appointed)	Full-time	\$126,344.00 - \$149,773.00 annually	07/14/16	08/01/16
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Department:
Finance & Property Services

Position Description:

This appointed position in the Finance & Property Services Department will direct, manage, coordinate and oversee the resources and processes necessary to provide elected officials and department heads with assistance needed to appropriately allocate City resources and evaluate the effectiveness and efficiency of City operations ensuring that decisions are made in an informed, reasoned, and strategic manner.

Salary Range: \$126,344 - \$149,773 annually

*Please submit a cover letter and resume in order to be considered for this position.

2016-00282	Event Operations Manager (Appointed) - AMENDED	Full-time	\$94,493.00 - \$112,016.00 annually	07/01/16	07/29/16
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Department:

CONVENTION CENTER

Position Description:

The salary range for this posting has been amended.

An Event Operations Manager is one of several Manager Convention Center positions under the Minneapolis Convention Center (MCC) who are responsible for the supervision, management and coordination of the day to day activities of the assigned Division(s) of the Convention Center, including planning, organizing, controlling and monitoring, and developing policy and procedure with an emphasis on effective, efficient, and high quality service.

The Minneapolis Convention Center is hiring for the appointed position of Event Operations Manager. There is currently one (1) exempt, full-time vacancy to be filled. The Event Operations Manager supervises the Event Operations department. The Event Operations department is responsible for all "housekeeping" tasks that will typically include room set, event and restroom maintenance as well as all facility cleaning. Department tasks are performed by Operations and Maintenance Specialists (OMS) (80 employees) and Building Maintenance Workers (BMW) (20 employees).

Typical daily work shifts for OMS staff begin at 6:30 AM; 11:30 AM; and 5:00 PM. Typical daily work shifts for BMW staff begin at 4:30 PM. Work shifts are adjusted as needed to deliver required service levels. Department shifts are led by Event Operations Supervisors (7 employees).

This position requires working an irregular schedule that will include leading an operational shift when vacations are scheduled or when a last minute illness occurs (including days, evenings, weekends, and holidays). Adjustments of work schedule, breaks, etc, may be required upon short notice.

Salary Range: \$94,493 - \$112,016

***Please submit a cover letter and resume in addition to completing the online application.**

2016-00303	Senior Applications Analyst - BI Developer	Full-time	\$68,730.00 - \$94,594.00 annually	07/11/16 07/29/16
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Department:

INFORMATION TECHNOLOGY

Position Description:

Salary note: This position is subject to a market adjustment over and above the salary listed above. A market adjustment of up to \$25,000 may be considered depending on qualifications.

There is currently one (1) full-time vacancy in the IT department for Senior Applications Analyst.

Analyst to join the Data Services and Business Intelligence Group to advance BI capabilities in the City. The City currently is using Cognos as our enterprise reporting tool and is implementing Tableau. This position will be involved in the advancement of BI capability not limited to Cognos and Tableau.

Function as a Lead worker over Applications Analysts, Applications Programmer/Analysts, and Applications Programmers, functioning as a key person providing support for the BI applications scheduling, and taking responsibility for application software development, maintenance, support, testing and documentation. The Analyst will also act as an advocate for Business Intelligence and Business Analysis capabilities in the City of Minneapolis.

Act as a consultant to City departments to assist them in reaching their Business Intelligence/Business Analysis goals.

2016-00304	Senior Applications Analyst - People Soft Human Capital Management Developer	Full-time	\$68,730.00 - \$94,594.00 annually	07/18/16 07/31/16
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Department:
INFORMATION TECHNOLOGY

Position Description:
A market adjustment of up to \$25,000 may be considered depending on qualification.

There is currently one (1) exempt, full-time vacancy to be filled in the ERP Division of the City of Minneapolis IT department.
The Senior Applications Analyst (HCM Developer), located in Information Technology department, provides IT services to the City of Minneapolis HR and Finance Departments, and related City departments.

2016-00290	Transportation Planner-Full-C	time	\$67,756.00 - \$92,631.00 annually	07/06/16	07/27/16
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Department:
PW - Transportation Planning & Programming

Position Description:
Assist in all aspects of transportation planning related to regional and citywide transportation projects and initiatives, including development, analyses, review, and implementation of transportation plans, policies, programs, and systems. This position reports to a Supervisor, Transportation Planner - Transportation Planning & Programming Division.

Promotional Opportunities						
Job #	Job Title	Job Type	Salary	Issue Date	Filing Date	
2016-00309	Business Process & Data Analyst	Full-time	\$53,135.00 - \$73,468.00 annually	07/15/16	07/28/16	

Department:
CITY COORDINATOR

Position Description:
****This position is restricted to current City of Minneapolis employees only.****

Work in the City Coordinator's Office assisting in the on-going development of a culture in the City of Minneapolis focused on results management, strategic planning and continuous improvement. Bloomberg Philanthropies awarded the City of Minneapolis grant funding to create this exciting team.

The eligible list will expire two (2) months after being established. The eligible list created from this exam will be used to fill Business Process & Data Analyst positions if they become available within the City prior to the expiration date.

2016-00278	Commercial Meter Service Worker	Full-time	\$21.03 - \$26.86 hourly	07/13/16	07/26/16
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Department:
PW - WATER TREATMENT & DISTR.

Position Description:
To provide "one stop" customer meter service for large consumption accounts in the installation, testing, repair and maintenance of high volume revenue producing large or compound meters and telephone or radio controlled, Automated Meter Reading, AMR systems.

2016-00310	Results Management Coordinator	Full-time	\$64,249.00 - \$88,157.00 annually	07/15/16	07/28/16
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Department:
CITY COORDINATOR

Position Description:

****This position is restricted to current City of Minneapolis employees only.****

Perform work advancing the City's achievement toward its adopted priorities (e.g., goals, strategic directions, and values) through the development and management of the City's [Results Minneapolis](#), strategic planning and business planning efforts, and through the application and sharing of the City's continuous improvement practices.

The eligible list will expire two (2) months after being established. The eligible list created from this exam will be used to fill Results Management Program Coordinator positions if they become available within the City prior to the expiration date.

2016-00203	Senior Inspector Building Trades - Plumbing	Full- time	\$37.82/Hour	05/17/16	Continuous
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Department:

CPED

Position Description:

****This position is restricted to current City of Minneapolis Community Planning and Economic Development employees only****

- To enforce the Minnesota State Building Code and City of Minneapolis Ordinances in building, plumbing, electrical or mechanical systems of new and existing structures as defined in your specialty. Conduct field inspections (site visits) of permitted new, remodeled, altered or repaired building, plumbing gas piping, mechanical or electrical systems within your specific license to ensure compliance with established State and local codes and standards thereby ensuring public health, safety, welfare and accessibility in the built environment.
- To provide a cost effective, efficient required final inspections on building, plumbing, and mechanical systems in one- and two-family dwellings and appendage structures as defined by the Minnesota State Building Code Rules Chapter 1300.