

MISCELLANEOUS DEPARTMENTS CIVIL SERVICE BOARD

The Miscellaneous Departments Civil Service Board is an advisory body to the City Council. It is composed of five (5) members, appointed by the full Council.

LEGAL AUTHORITY: City Charter Section 209

TERM: Three (3) years.

QUALIFICATIONS: Members must be residents of the City throughout their terms, but who otherwise shall have no connection with City government.

DUTIES: The Board has the authority and responsibility to: Enforce and interpret the Miscellaneous Rules and Regulations; have charge of all matters pertaining to the preparation and conduct of examinations; formulate rules and regulations governing the procedure and conduct of trials of employees affected by Civil Service; keep minutes of the proceedings, records of its examinations and such other records as desirable and necessary to administer the Civil Service system; make an annual report to the City Council.

MEETINGS: Meets the third Tuesday of each month at 3:00 p.m., Human Resources Testing Room, City Hall, 1501 Truxtun Avenue, Bakersfield.

REMUNERATION: Twenty-five Dollars (\$25.00) per regular meeting attended.

STAFF: Human Resources, 1501 Truxtun Avenue, Bakersfield, CA 93301 (805) 326-3773.

**MUST FILE ASSUMING OFFICE - STATEMENT OF ECONOMIC INTEREST FORM 700
OATH OF OFFICE REQUIRED**