DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

Bureau of Human Resources

September 12, 1996

HUMAN RESOURCES MEMORANDUM 10-96

TO: Agency Heads, Directors of Administrative Services, Agency Personnel Officers and Managers

SUBJECT: Technology Staffing Freeze

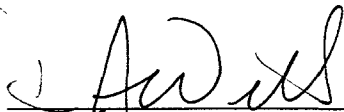===

Reference Memorandum, Office of the Governor, State of Maine, dated 9/9/96, subject: Technology Staffing.

A hiring freeze on the classes listed at enclosure 1 is effective 9/9/96. All outstanding certifications issued by this Bureau are canceled and will be returned to this office immediately. If a job offer had been made prior to COB 9/9/96, that hire may continue. The name of the individual to whom the offer was made and the date of the offer will be provided to Barbara Lord by September 16, 1996.

Until completion of the review, future certifications for these classes will be issued only for those positions for which an approved hiring exception from Robert Mayer, Chief Information Officer, has been obtained. This includes acting capacity situations as well. Such approval must accompany the Request for Certification, PER 15, when submitted to this Bureau.

Enclosure

Donald Wills, ACTING DIRECTOR
Bureau of Human Resources

ICCode	JTitle	Ad U	SalGrd
65	DIR BUR INFORMATION SERVICES	Y	89
0198	DIR DIV OF TELECOM	X	37
0489	DIR DIV OF DATA PROCESSING	X	37
0594	DEP DIR BUR INFO SVC	X	37
0874	DIR OFFICE OF INFO PROCESSING	X	34
0160	DIV MANAGER INFO SERVICES	X	33
0164	DIR DATA PROCESSING	D	32
0397	COMPUTER OPERATIONS MANAGER	D	31
0373	SYSTEMS PROGRAM MANAGER	D	31
0385	SYSTEMS SECTION MANAGER	D	31
0886	DATA PROCESS DIV MGR SOFTWARE	D	31
0170	SYSTEMS GROUP MANAGER	D	30
0161	SYSTEMS SOFTWARE SECTION SUPV	D	30
0883	SENIOR DATABASE ANALYST	B	29
0189	DATA BASE ADMINISTRATOR	B	29
0868	SYSTEMS TEAM LEADER	D	29
0871	SENIOR TECHNICAL SUPPORT SPEC	B	29
0870	TECHNICAL SUPPORT SPECIALIST	B	27
0867	SYSTEMS ANALYST	B	27
0882	DATABASE ANALYST	B	27
0922	DEPT INFO SYS MANAGER	D	27
0851	ASST DIR DATA PROCESSING WCB	D	27
0866	SENIOR PROGRAMMER ANALYST	B	27
0929	SENIOR INFO SYSTEM SUPPORT SPEC	B	26
0889	INFO SYSTEM SECURITY ANALYST	B	26
0080	TELECOMMUNICATIONS COORDINATO	B	26
0163	COMPUTER OPERATIONS ASST. MGR.	D	25
0466	NETWORK OPERATIONS SUPV	D	25
0865	PROGRAMMER ANALYST	B	23
0869	SYSTEMS PROGRAMMER	B	23
0863	COMPUTER OPERATIONS SPECIALIST	B	23
31	INFO SYSTEM SUPPORT SPEC II	B	23
68	DATA COMMUNICATIONS SPECIALIST	B	22
0864	COMPUTER PROGRAMMER	B	21
0153	DATA ENTRY CONTROL MANAGER	D	20
0193	COMPUTER OPERATIONS SUPERVISOR	D	20
0194	COMPUTER SUPPORT SUPERVISOR	D	19
0607	TELE CUSTOMER SUPPORT SUPV	D	19
0008	DATA COMMUNICATIONS TECHNICIAN	B	19
0928	INFO SYSTEM SUPPORT SPEC	B	19
0862	SENIOR COMPUTER OPERATOR	B	18
0156	DATA CONTROL LIBRARY SUPV	A	18
0108	TELE SERVICE ORDER COORD	A	16
0143	DATA ENTRY SUPERVISOR	A	16
0155	DATA CONTROL SPECIALIST	A	14
0927	INFO SYSTEM SUPPORT TECH	A	14
0861	COMPUTER OPERATOR	B	14
0158	LEAD DATA ENTRY SPECIALIST	A	12
0920	DEPT COMPUTER OPERATOR	A	12
0154	DATA CONTROL CLERK	A	9
0142	DATA ENTRY SPECIALIST	A	9
0379	COMPUTER PROGRAMMER AIDE	A	9
0141	DATA ENTRY OPERATOR	A	7