



CITY OF ALBUQUERQUE  
PERSONNEL ACTION  
PROCESS DATE: 05/23/2006

NEW HIRE

LOCATION.....: CITY  
SOCIAL SECURITY NO.:  
NAME.....: PESCETTI JR, JAMES EFFECTIVE: 2006/05/22  
7001 PAESE PL. NW  
ALBUQUERQUE NM 87114

ORGANIZATION.....: FA3110000 POSITION CODE.....: UN57AA  
TITLE.....: CITIZEN CONTACT AGENT II  
STANDARD HOURS.....: 80.0000 UNION CODE.....: UN  
PAYROLL GROUP.....: UNCN PAYROLL UNIT.....: OFA311000  
PAYROLL CYCLE.....: B TAX GROUP.....: FICA  
GRADE.....: UNCN SHIFT(STEP).....: 00  
PAY RATE.....: 16.4400  
HIRE DATE.....: 2006/05/22 BIRTH DATE.....: 1972/01/04  
EEOC JOB CATEGORY...: 2 SEX.....: M  
ETHNIC.....: C  
REASON.....: NEW NEW

REMARKS:  
5/19/06 APPROVED FOR HIRE FROM AD #6475 - MID PAY PERIOD HIRE APPROVED BY CAO  
ON 5/19/06, AT \$16.44 HOURLY, UNCLASSIFIED.FR

ENTERED BY.: FRANK ROMERO DATE: 2006/05/19  
REVIEWED BY:

HR EMPLOYMENT.....: PATRICK PETRACCA 2006/05/23  
HR PROCESSOR.....: PATRICK PETRACCA 2006/05/22  
\*\*\*\*\* PERSONNEL ACTION \*\*\*\*\*

Personnel Copy

*Pescetti Dep*  
*Ex 1*

Department of Personnel

COA 00082



# City of Albuquerque

Human Resources Department

400 Marquette NW, City Hall, 7th Floor Albuquerque, NM 87103

May 19, 2006

## Employment Information Form (P2)

We hope that you will enjoy your work with the City. Below is the information regarding your employment status. Please keep this document and all attachments for future reference.

James Pescetti Jr.

7001 Paese PINW

Albuquerque, New Mexico 87114

Phone Number: 505-856-2115

Job Code: UN57AA

Title: CITIZEN CONTACT AGENT II

Job Grade: UN

Step:

**Pay:** Your hourly rate is \$16.43 You will receive a paycheck every other Friday by direct deposit. On payday, you will receive a Statement of Earnings and Deductions which indicates your gross pay and voluntary/mandatory deductions. Save this Statement of Earnings and Deductions for future reference.

• Time & Place to Report to Worksite:

Date: 05/22/2006 Day: Monday Time: 08:00 AM

Location: Plaza Del Sol, 6th Floor

Department: Finance & Administrative Services

Supervisor: Michael Padilla

• Employment Status:

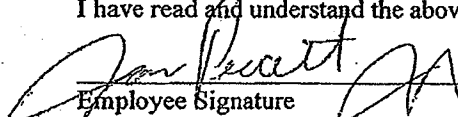
Unclassified

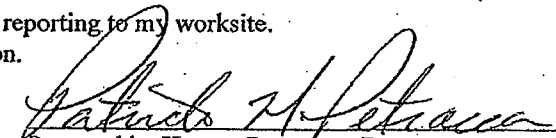
- Health/Dental Benefits: Classified / unclassified employees have 30 days from the date of hire to enroll in health, dental or life benefits. Human Resources Staff will provide you with a Health Care Information Booklet that describes enrollment policies and available choices.

**Bring this from with you when you enroll in health, dental or life insurance.**

I will provide my supervisor with this document upon reporting to my worksite.

I have read and understand the above-listed information.

  
 Employee Signature \_\_\_\_\_ Date 5-22-06  
 New Employee Orientation Form March 2002

  
 Prepared by Human Resources Department

Pescetti Dep.  
 Ex 2



# City of Albuquerque

P.O. Box 1293 Albuquerque, New Mexico 87103  
**FINANCE & ADMINISTRATIVE SERVICES**

Martin J. Chavez, Mayor

**Date:** May 16, 2006  
**To:** Bruce J. Perlman, Ph.D., Chief Administrative Officer  
**From:** Tanda L. Meadors, Director  
**Subject:** Recommendation for Hire/Promotion

<b>Position Title:</b> CITIZEN CONTACT AGENT II	<b>Grade:</b> UN	<b>Advertisement:</b> 6475
	<b># of Qualified Applicants</b>	<b># of Applicant's Interviewed</b>
Internal:	16	9
External:	72	15
Total:	88	24

**Recommendation:**

Name of Selected Applicant: James Pescetti *JP* SSN:

*WLB*  
*5/16/06*

<b>I. New Hire/Rehire:</b>			
<b>Recommendation</b>			
Annual Salary	Hourly Rate	Grade	Step
\$34,174.40	<del>\$16.43</del> <i>\$16.44</i>	UN	

**OR**

<b>II. Promotion/Transfer/Other:</b>				
Applicant's Current Job Title	Current Grade	Current Step	Hourly Rate	
N/A	N/A	N/A	N/A	
<b>Recommendation</b>				
Annual Salary	Hourly Rate	Grade	Step	%Increase over current hourly rate
N/A	N/A	N/A	N/A	N/A

**Report to Worksite:** Day: Monday Time: 08:00 AM Location: Plaza Del Sol, 6th Floor  
**Immediate Supervisor:** Michael Padilla Position Status: Unclassified

**Justification:** Applicant has 6 years experience.

A COPY OF THE SELECTED APPLICANT'S RESUME, TRANSCRIPTS, LICENSES, CERTIFICATIONS, AND REGISTRATIONS MUST BE ATTACHED.

*ML*  
 Human Resources  
 Chief Administrative Officer *[Signature]*

Date  
 Date *5/19/06*

*Pescetti Dep*  
*Ex 3*  
 COA 00084