

City of Alexandria, Virginia

MEMORANDUM

DATE: MAY 4, 2006

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES HARTMANN, CITY MANAGER 

SUBJECT: FY 2005 WORKFORCE UTILIZATION ANALYSIS AND FY 2005 APPLICANT TRACKING REPORT

**ISSUE:** City Council consideration of the FY 2005 Workforce Utilization Analysis and the FY 2005 Applicant Tracking Report (Attachments 1 and 2).

**RECOMMENDATION:** That City Council receive the reports and thank the members of the Commission on Persons with Disabilities, the Commission for Women, the Human Rights Commission, and the Commission on Aging for their continued support of the City's affirmative action initiatives.

**DISCUSSION:** The City's Human Rights Code, Section 12-4-15(a)(7), specifies that City Council be provided with an annual report describing the City's performance in employment policies and practices as they relate to discrimination because of race, color, sex, religion, ancestry, national origin, marital status, age or disability. The FY 2005 Workforce Utilization Analysis and the FY 2005 Applicant Tracking Report fulfill this requirement. The Workforce Utilization Analysis consists of a statistical analysis of the City's workforce by EEO job group and by protected class, as well as a description of the affirmative action initiatives carried out by the City during FY 2005. The Applicant Tracking Report provides an analysis of the City's job applicant tracking data, including statistics on the number of applicants who were certified, interviewed and selected for City employment or promotion during the fiscal year.

The 2000 U.S. Census Community Labor Statistics show the availability of workers in this metropolitan statistical area by race, gender and ethnicity for various job groupings. These Statistics, issued during FY 2004, now include more race and ethnicity categories, which reflect the increased diversity in the United States. The Statistics also include male and female breakdowns for each race/ethnicity. The City can now make a more meaningful comparison of its workforce with the available workforce in the Washington, D. C., Primary Metropolitan Statistical Area (PMSA), and target its recruitment efforts to attract representatives of any underutilized group in any job group. The FY 2005 fiscal year is the first year for which we have captured data in a format compatible with the "new" census categories. Therefore, we are creating a new baseline for future analyses.

To maintain our ability to attract and employ a diverse workforce, the City tracks changes in the composition of our workforce, makes efforts to broaden the diversity of the pool of applicants reached for City job vacancies, and promotes staff development to facilitate upward mobility opportunities for current City employees.

The annual Workforce Utilization Analysis and the Applicant Tracking Report are important tools that help managers to assess the City's progress in accomplishing affirmative action objectives. The Workforce Utilization Analysis enables managers to identify areas in which the City's workforce is not representative of the qualified labor market in the Washington, D. C., PMSA. The statistics in the Applicant Tracking Report enable managers to monitor the selection rates for specific protected classes, to identify whether any barriers to equal opportunity are apparent, and, where appropriate and possible, to take the necessary steps to remove such barriers.

### **FY 2005 Initiatives**

The activities below, conducted in the past fiscal year in addition to our ongoing recruitment activities, have enhanced the diversity of the City's workforce.

- The City's Affirmative Action Officer (AAO) expanded recruitment efforts through outreach to historically Black colleges and universities. The AAO traveled to Tennessee State University (Nashville, TN), spoke to students and alumni, and, on a second invited visit, participated in the university's annual Student Motivation Task Force.
- The AAO and staff from the City's Personnel Services Department, Police Department, and Sheriff's Office attended five career fairs specifically targeted toward the recruitment of minorities.
- The AAO attended the following career fairs: Kettering (MD) Baptist Church Fall Job Fair, Pittsburgh Post-Gazette Diversity Job Fair, Bowie State University Career Fair, Philadelphia Diversity Fair, and the Congressional Black Caucus Foundation Diversity Fair.
- The AAO utilized a database of national professional organizations and associations to advertise career opportunities in the City.
- The City's Multi-Cultural Services Initiative Coordinator (MCSIC) continued to work with City Departments on achieving cultural competence through the use of self-assessment tools: language assistance, interpreter services, and document translation.
- The MCSIC is an active member of the Washington Area Partnership for Immigrants, which supports Tenants and Workers United (formerly Tenants and Workers Support Committee) and the Family and Child Network Centers.

- Staff from the Police Department attended nine career fairs, distributing over 350 job applications. The Police Department also tried taking its exam on the road, testing applicants in Ocean City, MD and Nashville, TN (Tennessee State University).
- Police Department staff advertised position vacancies on three law enforcement-related web sites and in various print media.
- The Police Department hired thirty-one new officers, six of whom are females and twelve of whom are minorities. The Police Department also hired one Black female as an Emergency Communications Technician and one Hispanic male as the City's Hack Inspector.
- The Office of the Sheriff hired ten new deputies, three of whom are females and five of whom are minorities.
- The Office of the Sheriff staff attended seven career fairs at military bases and regional colleges, and advertised position vacancies on Sheriff-related web sites.
- The Personnel Services Department continued its work with department heads to increase employee advancement opportunities. The following departments have career ladder programs in place: City Attorney, Commonwealth's Attorney, OMB, Finance, Fire Department (4), Sheriff's Office, T&ES (2), Police (2), and Planning and Zoning. In FY 2006, Personnel will work with other departments to implement career ladder programs.
- The Department of Human Services' *JobLink* Division and the Disability Resources Coordinator collaborated on recruiting initiatives to increase the hiring of persons with disabilities.

### **Statistical Analysis**

The U.S. Census Bureau, in the collection of data for the 2000 Census, changed and expanded the race/ethnicity classifications. The 1990 Census race/ethnicity classifications were: **Female, Black, Hispanic, Asian, and American Indian**. The new race/ethnicity classifications are: **White non-Hispanic, Hispanic, Black non-Hispanic, American Indian/Alaskan Native (AIAN) non-Hispanic, Asian non-Hispanic, Native Hawaiian/Other Pacific Islander (NHOPI) non-Hispanic, Black & White non-Hispanic, AIAN & White non-Hispanic, AIAN & Black non-Hispanic, Asian & White non-Hispanic, and Balance 2+ Races non-Hispanic**. Furthermore, each classification is now broken down into Male or Female gender identification. These breakdowns allow the City to report accurately on the composition of the workforce and applicants for City jobs.

The local government job category titles also changed in the 2000 Census. The Public Safety category has been changed to Protective Service: Sworn and Protective Service: Non-Sworn. The Para-Professional category no longer exists. The Personnel Services Department's Classification and Compensation Division populated the remaining categories with those job groups previously identified in the Para-Professional category.

The FY 2005 Workforce Utilization Analysis compares the City's current workforce against the Community Labor Statistics provided by the 2000 Census. The FY 2005 Applicant Tracking Report provides data on the selection rates for the above mentioned race/ethnic groups and persons with disabilities, older workers, and Vietnam-era veterans, at each stage of the City's hiring process: certification, interview, and selection.

The Workforce Utilization Analysis reflects statistical data captured on the last payroll date of the City fiscal year, June 21, 2005, when the City had 2,206 regular full-time positions filled, compared to 2,095 filled positions at the end of FY 2004. The Applicant Tracking statistics show that the City received 5,475 employment applications with relevant affirmative action data in FY 2005 for 182 advertised, full-time vacant positions, compared to 6,500 applications in FY 2004 for 192 advertised, full-time vacant positions. Of the 5,475 applicants for open positions in FY 2005, 5,017 were certified as meeting the minimum requirements for the jobs advertised. Staff in City departments interviewed 688 of these certified applicants.

It is important to note that the applicant tracking statistics rely on data provided on the voluntary affirmative action form. **This report captures the data provided by the applicants who completed at least one part of the voluntary affirmative action data form in FY 2005.** While the data on certification and interview rates relate to those who filled out this form, the individuals who were selected for the jobs advertised are made up of a combination of those who filled out the form and those who did not. Because affirmative action data forms are separated from applications to maintain confidentiality, it is impossible to discern whether selected applicants filled out the form.

Highlights of the Workforce Utilization Analysis and the Applicant Tracking Report for FY 2005 follow.

**Females:** The percent of female employees in regular, full-time positions slightly decreased in FY 2005 to 43.2%, compared to 44.5% in FY 2004. The actual number of female employees decreased to 919 in FY 2005 in comparison to 983 in FY 2004.

The Applicant Tracking Report showed that: (i) females represented 45% of the individuals who applied for City positions and submitted affirmative action data; (ii) of these female applicants, 94% were certified; (iii) of these certified female applicants, 35 % were chosen to be interviewed; and (iv) of these female interviewees, 27% were selected for the position and hired.

**African Americans:** The percent of African American employees in regular full-time positions remained the same as in FY 2004, 36%. Further, the actual number of African-American employees decreased to 765 in FY 2005 compared to 792 in FY 2004.

The Applicant Tracking Report showed that: (i) African Americans represented 32.4% of the individuals who applied for City positions; (ii) of these African American applicants, 89% were certified; (iii) of these certified African American applicants, 34% were chosen to be interviewed; and (iv) of these African Americans who were interviewed, 33 % were selected and hired.

**Hispanics:** The number of Hispanic employees in regular, full-time positions in FY 2005 was 157 (or 7% of the workforce).

The Applicant Tracking Report showed that: (i) Hispanics represented 5% of the individuals who applied for City positions and submitted affirmative action data; (ii) of these Hispanic applicants 88 % were certified; (iii) of these certified Hispanic applicants, 13 % were chosen to be interviewed; and (iv) of these Hispanics who interviewed, 33% were selected and hired.

**Asians:** The number of Asian employees in regular, full-time positions in FY 2005 is 70 (or 3.3% of the workforce). The representation of Asians in the City's workforce has remained fairly consistent.

The Applicant Tracking Report shows that: (i) Asians represented 3.3% of the individuals who applied for City positions and submitted affirmative action data; (ii) of these Asian applicants, 95% were certified; (iii) of these certified Asian applicants, 12% were chosen to be interviewed; and (iv) of these Asian interviewees, 23% were selected and hired.

**Native Americans:** In FY 2005, there were seven employees in regular full-time positions who identified themselves as Native Americans. This group's representation in the City's workforce has remained at .4% for the past three fiscal years. Because Native Americans represent such a small percentage of the work force, and of the applicant pool, any statistics are insignificant.

**Other Race/Ethnic Groups:** The 2000 Census created six additional race/ethnic groups: Black/White non-Hispanic, American Indian/Alaskan Native/White/non-Hispanic, American Indian/Alaskan Native/Black/non-Hispanic, Asian/White/non-Hispanic, Native Hawaiian/Other Pacific Islander/non-Hispanic, and Balances 2+ Races/non-Hispanic. Because these groups represent such a small percentage of the workforce, and of the applicant pool, any statistics are insignificant.

**Persons with Disabilities, Older Workers and Vietnam-era Veterans:** The Census Bureau does not provide complete census availability data on qualified workers with disabilities, older workers (age 40 and up), or Vietnam-era veterans. Therefore, the representation of these groups has not been analyzed using the utilization analysis approach. The City uses the data produced by the applicant tracking system to analyze the comparative representation of these groups at the certification, interview and hiring stages of the employment process. It should be noted that job applicants are asked to provide the data voluntarily, so the information below covers only those who chose to self-identify.

**Persons with Disabilities:** There were 123 self-identified applicants with disabilities in FY 2005. Persons with disabilities were certified at a higher rate than the overall applicant pool in six of the nine job groups containing positions for which such persons applied. Of these disabled applicants, 95% were certified; of these certified applicants, 10% were interviewed; and of those interviewed, 31% were selected and hired.

The City encourages persons with disabilities to complete the voluntary self-identification form. However, the ability to identify accurately the number of individuals with disabilities applying for City jobs is limited by the extent to which applicants choose to disclose their disability on

this form. Therefore, with respect to persons with disabilities, the numbers reflected in this report, while representing the best information available, may not accurately reflect all of the persons with disabilities who applied for jobs, or were hired.

The Affirmative Action Officer, the Department of Personnel Services staff, and the Disability Resources Coordinator will continue to work with local advocacy organizations for persons with disabilities to promote City jobs. We also will continue our commitment to increase awareness, between hiring officials and ADA Coordinators, of the need to ensure that any barriers to City employment are eliminated and that the City is respected as an accommodating employer.

**Older Workers:** In FY 2005, there were 943 applicants who self-identified in this category, compared to 1,230 in FY 2004. Of these applicants, 875 were certified, while 991 were certified in FY 2004. The certification (93%), interview (23%), and selection (27%) rates for older workers in FY 2005 were higher than for the overall pool of applicants.

**Vietnam-era Veterans:** There were 58 applicants from this category, of whom 50 (86%) were certified and 8 were interviewed. Two of the candidates were selected for positions with the City in FY 2005. The number of candidates that self-identify in this category decreased this fiscal year as the number of Vietnam Veterans in the job market declines.

### **Promotional Data**

In FY 2005, of the 205 positions that were filled, 56 (27%) were filled through the promotional process by internal candidates.

**Females:** Females accounted for 38% of the applicants for promotional opportunities, and 98% of these female applicants were certified – slightly higher than the certification rate for males. Of the 138 females who were certified for internal opportunities, 54% (75) were interviewed. Of the females interviewed, 39% (22) were selected, a selection rate which was higher than the group as a whole. Male internal candidates were also selected at a 39% rate.

**(See Tables IV-C, V-C, and VI-C)**

**African Americans:** Of the 141 African Americans who applied for promotional positions, 91% (97) were certified — a certification rate comparable to the overall certification rate for all internal applicants. Of the African Americans who were certified, 55% (78) were interviewed, a rate slightly higher than the overall interview rate of 51%, and well above the adverse impact test rate. Of the 78 African Americans who were interviewed, 32% (25) were selected for the job, a rate significantly higher than the overall selection rate of 31%. **(See Tables IV-C, V-C, and VI-C.)**

**Hispanics:** Approximately 5% of the City employees who applied for promotional opportunities were Hispanic, and 95% (20) of the Hispanics who applied were certified. Of the 20 Hispanic employees who were certified, 50% (10) were selected for an interview. Of those Hispanic individuals interviewed, four were hired, for a selection rate of 40%, which represents a significant decrease from FY 2004 (67%). This selection rate remains higher, however, than the overall selection rate of 31%. When the actual number of individuals is small, percentages can be deceiving. What appears to be a significant drop might be only one or two persons.

Of the 56 City employees who were selected internally, 7% (4) of these individuals were Hispanic. (See Tables IV-C, V-C, and VI-C)

**Asian:** The number of Asian employees who applied for vacancies through the internal promotional process (4) was too small to make meaningful comparisons. The tracking figures show that of the four Asian employees who applied for promotion, all of these individuals were certified, one was interviewed, and one was selected for hire. (See Tables IV-C, V-C, and VI-C)

**Persons with Disabilities:** According to the applicant tracking data shown in Tables IV-D, V-D, and VI-D, nine self-identified persons with disabilities applied for promotional opportunities in FY 2005, and all were certified. Of those certified, 22% (2) were interviewed. Of those interviewed, one person was promoted.

**Older Workers (over age 40):** According to the applicant tracking data displayed in Tables IV-D, V-D, and VI-D, of the City employees applying for promotional opportunities, 51% were workers over the age of 40. Specifically, 99% (158) of all the applicants over the age of 40 who applied were certified. Of the 100 older workers interviewed, 31% (31) were selected, a selection rate comparable to the overall promotional selection rate of 32%. Therefore, of the 56 City employees who were selected for internal promotional opportunities, 45% of these individuals were over the age of 40. Further, Tables IV-E, V-E, and VI-E provide a more detailed look at the promotional tracking by age band.

**Vietnam-era Veterans:** In FY 2005, five City employees who are Vietnam-era Veterans applied for promotional opportunities. All five Vietnam-era Veterans were certified, one was interviewed, but none was selected.

Staff worked with the Human Rights Commission, the Commission on Persons with Disabilities, the Commission for Women, and the Commission on Aging to analyze the fiscal year statistics and prepare the Workforce Utilization Analysis and the Applicant Tracking Report. Annually each Commission designates a member to serve on a committee comprised of representatives of the four commissions, and staff from the City Manager's Office, the Office of Human Rights and the Department of Personnel Services. The committee members are provided with information that includes City workforce distribution by salary and grade, summary information on City grievances, terminations, EEOC complaints, and utilization (by race, gender and age) of the City's tuition assistance and training courses.

The Commissions' designees discuss their findings with their respective Commissions and Chairs, and offer comments, advice and assistance to City staff. This year they expressed support of the City's efforts to promote jobs more broadly in a recruitment market that is increasingly competitive. They acknowledged the difficulty in analyzing data for FY 2005 because of the changes in Federal categories and classifications. Committee members want to have input in creating new formats for the reports, beginning in FY 2006, and urged the City to hire a consultant to assist them and staff in redesigning the reports. The Commissions also offered their support to staff in the City's effort to improve those areas where utilization is below that of the availability of the Washington, D. C., metropolitan recruitment area.

The following points were made by the Commissions:

**Comments of the Human Rights Commission** (no attachment)

The Commission made specific suggestions to clarify details of the reports.

**Include recruitment activities in the Applicant Tracking Report:** The Commission found recruiting details in the Workforce Utilization report and thought the same information would enhance the Applicant Tracking Report.

**Include number of applications without affirmative action data:** The Commission wants the number of applications received from persons who did not complete the City's affirmative action data form noted in the report.

**Significant difference in number of certified applications:** The Commission noted a significant increase in the number of certified applications and wants the City to explore possible rationales to explain the increase.

**Comments of the Commission on Persons with Disabilities** (Attachment 3)

**Promotion and hiring trends for persons with disabilities are down:** The Commission noted that, based on the FY 2005 statistics, promotions and hiring are down for persons with disabilities. It should be noted these statistics include only the applicants who filled out the form noting that they had a disability.

**Persons with disabilities are not included in the City's Workforce Utilization Analysis:** Noting that the City's Workforce Utilization Analysis is designed to determine areas of underutilization for EEO protected classes, the Commission wants information on persons with disabilities included. Since this information is not provided by the Census we need to find other ways to approach this.

**Upward mobility programs include few persons with disabilities:** Acknowledging that the City encourages employees to enhance their professional skills through providing tuition assistance and internal training programs, the Commission expressed concern that the numbers are low for persons with disabilities in upward mobility programs. The Commission wants the City to take action to rectify the problem. We will look at this in the coming year.

**FY 2006 report format comments:** The Commission recognized that the report is a groundbreaking attempt to obtain hard data on the City's commitment to equal opportunity, but suggests the following:

- data collection should be based on specific stakeholder needs;
- applicant tracking for un-protected group (White Males) would be useful; and
- the City needs to hire a consultant specializing in data collection and analysis to assist the Affirmative Action Officer.

Staff will review these recommendations as we begin next year's report.

#### **Comments of the Commission for Women** (Attachment 4)

The Commission noted satisfaction in the sharing of information regarding their concerns and the usefulness of the Workforce Utilization Analysis and Applicant Tracking Report as currently structured and look forward to involvement in developing a new approach and format for the FY 2006 and future reports.

**Information in FY 2005 report not useful:** The Commission noted that the reports are excessively detailed and cumbersome, yet lack sufficient information for readers to reach informed conclusions.

**Reports do not provide enough descriptive information:** Although the reports contain statistical tables, the Commission feels that the reports do not provide enough descriptive information on the steps the City is taking to address problems.

The Commission acknowledges the complexity of the reports, and suggests that the City engage the services of an experienced consultant to assist in a redesign of the reports.

We will be seeking such consultant services to assist us in report redesign.

#### **Comments of the Commission on Aging** (Attachment 5)

**Statistics on persons age 55+ more applicable:** Recognizing that Federal guidelines for age protection begins at age 40, the Commission still feels that statistics focused on persons age 55+, as defined by the Older Workers Act, are more illustrative of their concerns and more relevant to their constituency.

**Overall review was rewarding:** The Commission noted the following:

- 18% of current City employees are age 55+;
- 10% of new hires were over the age of 50;
- 95% of applicants age 55+ were certified;
- 31% of certified applicants were interviewed; and
- of those, 31% were selected for hire.

However, the Commission expressed concern that , although 19 employees age 55+ applied for promotion, none was selected.

The Commission recognizes the changes that have been made to the reports, but feels more changes are required to make the information more useful, and recommends that a consultant be hired to assist in the development of more meaningful data.

I want to thank the Human Rights Commission, the Commission on Persons with Disabilities, the Commission for Women, and the Commission on Aging for their review of, and their comments and suggestions on, these reports. Their assistance is extremely helpful to the City in our effort to find ways to increase workforce diversity. We will be addressing their recommendations in the next few months as we develop a new report format for next year.

**ATTACHMENTS:**

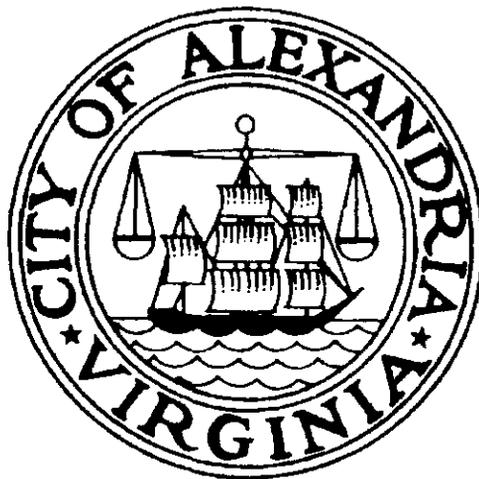
- Attachment 1. FY 2005 Workforce Utilization Analysis Report
- Attachment 2. FY 2005 Applicant Tracking Report
- Attachment 3. Letter from the Commission on Persons with Disabilities
- Attachment 4. Letter from the Commission on Women
- Attachment 5: Letter from Commission on Aging

**STAFF:**

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**City of Alexandria**  
**Workforce Utilization Analysis**  
**for**  
**Fiscal Year 2005**



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# FY 2005 Workforce Utilization Analysis

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# FY 2005 AFFIRMATIVE ACTION PROGRAM WORKFORCE UTILIZATION ANALYSIS

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## Introduction

The City of Alexandria has a history of commitment to equal employment opportunity. Equal employment opportunity means nondiscrimination on employment related decisions, that is, hiring and promoting without regard to race, color, religion, age, sex, marital status, national origin, ancestry, sexual orientation, physical or mental disabilities, or any other protected class. The City is committed to reducing and, wherever possible, eliminating actual and apparent under-representation of minorities and women in its workforce. The City is equally dedicated to removing procedural and attitudinal barriers to access for persons with disabilities and older persons. The City complies fully with all applicable federal, state, and local statutes mandating equal employment opportunity and barring discrimination, including Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act, (ADEA) the Americans with Disabilities Act, (ADA) the Rehabilitation Act of 1973, the Vietnam Era Veterans Readjustment and Assistance Act of 1974, the U.S. Department of Labor, Office of Federal Contract Compliance Programs (OFCCP) guidelines, the U.S. Equal Employment Opportunity Commission (EEOC) guidelines, and the City's Human Rights Code. The City's commitment is further supported by a comprehensive affirmative action program, which is designed to attract and maintain a workforce that reflects the diversity of the identified labor pool in the Washington, D.C., Primary Metropolitan Statistical Area (PMSA).

A PMSA is a geographical entity defined by the federal Office of Management and Budget for use by statistical agencies. If an area meets the requirements to qualify as a metropolitan statistical area and has a population of one million or more, two or more PMSAs may be defined within it if statistical criteria are met and local opinion is in favor. A PMSA consists of one or more counties that have substantial commuting interchange. When two or more PMSAs have been recognized, the larger area of which they are components then is designated a consolidated metropolitan statistical area.

The City regularly reviews its employment procedures and the composition of its work force to gauge the progress that has been made and to identify any practices that might create barriers to equal employment opportunity. The City's principal monitoring tools are the annual **Workforce Utilization Analysis** which captures the composition of the workforce and the **Applicant Tracking Report**, which summarizes recruitment initiatives and hiring practices. In this monitoring effort the City works closely with four Alexandria citizen commissions — the Human Rights Commission, the Commission on Persons with Disabilities, the Commission for Women, and the Commission on Aging — whose representatives review the City's workforce statistics and provide constructive recommendations.

The **Workforce Utilization Analysis** is designed to identify areas of underutilization for four protected classes: Females, African-Americans, Asians, and Hispanics. It is based on a comparison of the percentages of minorities and females employed in regular, full-time positions in the City's work force ("**utilization**") with the percentages of minorities and females with similar training and education in the Washington, D.C. metropolitan area ("**availability**"). The availability figures for the Washington, D.C. PMSA area are based on the 2000 census data. Because the Community Labor Statistics (CLS) derived from the 2000 Census were not available until December 2003, Fiscal Year 2005 is the first full year for which the City captured data to match the CLS prescribed categories. This comparison of the City's "**utilization**" of minorities and females with the metropolitan area's census "**availability**" of qualified minorities and females is made for eight different EEO job groups. In each job group in which the City's number of incumbents or "**utilization**" is less than the census availability, an "**underutilization**" exists. In keeping with the City's Affirmative Action Plan, underutilization is noted to alert City departments to the specific job groups where targeted recruitment efforts should be made as vacancies arise.

The finding of “underutilization” is neither a finding of discrimination nor a finding of a lack of good faith efforts. Rather, “underutilization” is a technical term used by affirmative action planners who endeavor to increase the percentage of minorities and women in a workforce.

Although the City does not have availability data by job groups for older workers and persons with disabilities, we closely track the numbers of these self-identified individuals as they move through the City’s employment process to ensure equitable treatment. This information is captured in the **Applicant Tracking Report**, an analytical tool which is also helpful in crafting the City’s outreach efforts for the coming fiscal year.

The City values the diversity of its workforce and continually tracks its workforce composition in comparison to the available labor force in the Washington, D. C., PMSA. When minorities or females are underutilized in a particular job group, the City’s Affirmative Action Plan provides for managers and supervisors to design their recruitment efforts in such a way as to attract a strong representation of the underutilized group in the applicant pool to fill vacancies as they occur. The City’s Department of Personnel Services and the Affirmative Action Officer also monitor areas of underutilization in the City’s workforce and develop recruitment strategies, working with department managers, aimed at attracting applicants from the underutilized groups. These efforts underscore the City’s commitment to address, over time, areas of underutilization and to employ a diverse workforce. Recruitment efforts are tailored in response to employee turnover, promotional opportunities, and the availability of persons with the requisite skills for the job.

The City's approach to equal employment opportunity encompasses a series of efforts. Specifically, the City has implemented a comprehensive program that identifies areas of underutilization as well as areas of opportunity for staff development and diversity training. For example, every department submits requisitions to advertise for vacancies wherein the department indicates if it has underutilization of any of the protected classes for the vacancy it seeks to fill. The Department of Personnel Services processes each requisition and advertises the position, targeting areas where the underutilized group is likely to be reached. The City’s training program includes several classes to prepare employees for upward mobility, the tuition reimbursement program has been expanded, and workforce diversity training is mandated for new employees as part of their orientation program.

## **Summary of Findings**

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FY 2005 represents the first fiscal year the City of Alexandria used information and statistics derived from the 2000 U.S. Census Community Labor Statistics (CLS) to create this Workforce Utilization Analysis. The CLS show the availability of workers in the Washington D.C. PMSA by race, gender and ethnicity for eight different job groupings- Official/Manager, Professional, Technical, Public Safety/Sworn, Public Safety/Non-Sworn, Administrative Support, Skilled Craft, and Service-Maintenance. The new statistics include changes in the percentages of the available workforce in the job groupings, more race and ethnicity categories, and male and female breakdowns. The new race/ethnicity categories are: White non-Hispanic, Hispanic, Black non-Hispanic, American Indian/Alaskan Native (AIAN) non-Hispanic, Asian non-Hispanic, Native Hawaiian/Other Pacific Islander (NHOPI) non-Hispanic, Black & White non-Hispanic, AIAN & White non-Hispanic, AIAN & Black non-Hispanic, Asian and White non-Hispanic, and Balance 2+ Races Non-Hispanic. Some of these categories are statistically insignificant for the City of Alexandria and will not be reported.

We are using the data compiled for this report to establish a new base line for workforce utilization analysis. Anomalies in accounting become evident when one tries to compare this fiscal year with the last just by the numbers of employees in a particular category. We will, therefore, analyze current data and will make comparisons only prospectively beginning with this report.

As in previous years, filling public safety positions with women and minorities continues to be a challenge. There is competition among local, state and federal agencies in the Washington, D.C. area, and it has been

difficult, moreover, to match the recruitment incentives offered to applicants by these agencies. In June, 2005, City Council approved pay increases to attract and retain public safety employees. Also, the Police and Fire departments expanded their recruiting efforts by attending career fairs outside the region. The Police Department also gave its entrance examination at Tennessee State University, Penn State University, and in Ocean City, Maryland.

Although the City continues to experience an underutilization of females and minorities in Public Safety and other non-traditional job groups, our recruitment, hiring, and retention efforts have decreased the level of underutilization. Some departments have very low turnover rates, and, therefore the opportunity to address underutilization is decreased. We constantly monitor employment activities in City government and look for opportunities to recruit and hire qualified, diverse applicants.

## **FY 2005 Initiatives**

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The City has garnered a national reputation of being an ideal location to work and live within the Washington Metropolitan Area. It's location offers great advantages while posing competitive challenges for the City to attract and retain employees with the education, experience and skills required to embrace and implement increasingly changing technological advances. Recognizing the criticality of its workforce in ensuring its competitive advantage, the City's management team focuses on workforce planning, which includes developing and maintaining critical skills, retaining institutional knowledge, and recruiting and training new talent.

The City's affirmative action efforts focus on increasing the representation of minorities and women and attracting and recruiting qualified persons with disabilities, and older workers (using the federal protected age status of persons age 40 and above) to the City's workforce.

### **Recruitment**

In FY 2005, the City extended its reach to qualified, diverse applicants by initiating a strategy that allowed City staff to actively recruit on a national level. The Affirmative Action Officer, staff from various departments, and staff of the Personnel Services Department attended several job fairs regionally and beyond, and conducted outreach and networking efforts in order to expand the pool of qualified applicants for City job vacancies. The advertisement of job vacancies in mixed channels such as print media, internet and mailings targeted agencies and organizations which advocate for women, minorities, persons with disabilities, veterans, and older workers.

The major efforts to attract diverse, qualified applicants included attending job fairs on military bases to attract military retirees, churches, an NAACP sponsored job fair, and the Congressional Black Caucus Diversity Job Fair. Additionally, the recruitment efforts were extended on a national level to colleges and organizations with large minority population. The Affirmative Action Officer, in response to an invitation, traveled to Nashville, Tennessee, and spoke to students and alumni of Tennessee State University about career opportunities in the City.

In keeping with its efforts to have a department reflective of the community it serves, the City's Police Department continued its targeted recruitment efforts. Police Personnel staff attended nine job fairs and, for the first time in department history, gave its entrance examination outside of the city - in Ocean City, Maryland and Nashville, Tennessee. These efforts resulted in the hiring of 35 new employees, 8 of whom are female and 16 minority.

The Alexandria Fire Department continued its extensive outreach efforts to create a diverse applicant pool for its firefighter hiring process. Sworn department representatives continue to recruit at fitness centers, including the YMCA and local community centers, as well as military bases in the area. While also attending some of the major job fairs in the area with other city agencies, the Fire Department has also advertised in minority

newspapers, radio stations and targeted web sites.

### **Persons with Disabilities**

#### **Disability Awareness Month**

Each year, October is recognized as Disability Employment Awareness Month and many activities to focus on the employment of persons with disabilities are undertaken by Alexandria Commission on Persons with Disabilities (ACPD). Specifically, the City Council issued a Proclamation declaring October 2004 as Disability Employment Awareness Month in the City and the Commission, in conjunction with the Department of Personnel Services and the Alexandria City Public Schools, promotes participation in Disability Mentoring Day, which provides students with disabilities the opportunity of shadowing a City employee to learn the various aspects of governmental jobs.

#### **Americans with Disability Act (ADA) Coordinators Training**

Each department in the City has a designated ADA Coordinator to serve as a resource person for new hires, incumbent employees, or residents requesting reasonable accommodations. An annual Departmental ADA Coordinators training program, held each October, is sponsored by the Department of Personnel Services and endorsed by ACPD. The City's Disability Resources Coordinator, who also serves as staff to the Commission, works in conjunction with staff from Personnel Services to develop a curriculum, locate speakers, and give presentations on assistive technology, case law, etiquette, and other disability-related topics to educate the ADA Coordinators. During this fiscal year, the training provided information on the ADA and discussed the hiring of temporary employees with disabilities, reasonable accommodations, and accessibility features available throughout the City.

In FY 2005, the Affirmative Action Officer conducted a voluntary survey of the City's workforce to determine the number of employees with qualified disabilities. Of the 2,125 surveys distributed, 39%, or 828 surveys were returned - indicating that employees either identified qualifying disabilities or reported not having a disability. The following are disabilities identified:

- **Blind or Vision impaired**
- **Deaf or Hard of hearing**
- **Learning disability/mental or emotional illness/addiction rehab/recovery or a record of such an impairment**
- **Significant loss of use of limbs (can walk)**
- **Speech impaired (can hear)**
- **Other medical**

The survey of self-identification of Disability is attached as Appendix E.

### **Upward Mobility Programs**

The City continues to encourage employees to enhance their professional skills by accessing the tuition assistance program for college level work related to the attainment of a degree or a specialized certification. During FY 2005, 278 employees received tuition assistance under this program, compared to 330 City employees in FY 2004, and 310 in FY2003. The following charts provide a graphic distribution by demographic group and level of education pursued.

**Tuition Assistance Distribution  
By Gender, Race, Ethnic Group  
FY 2005**

DATA SET	MALE	FEMALE	DISABLED	WHITE	BLACKS	HISPANIC	OTHER	TOTAL
# Tuition Assistance	97	181	3	108	134	16	20	278
% Tuition Assistance	35	65	1	39	48	6	7	N/A
% Employees*	47	53	100	49	40	7	4	N/A

\* This figure represents distribution of all eligible employees in the categories expressed as a percent based on the Utilization Analysis Report for the end of FY 2004.

**Tuition Assistance Distribution  
By Age Group  
FY 2005**

DATA SET	< 40	40 - 44	45 - 49	50 - 54	55+	TOTAL
# Tuition Assistance	180	25	35	25	13	278
% Tuition Assistance	65	9	13	9	5	N/A
% Employees*	49	8	8	7	23	N/A

\* This figure represents distribution of all eligible employees in the categories expressed as a percent.

**Tuition Assistance Distribution  
By Degree Pursued  
FY 2005**

DEGREE	MALE	FEMALE	TOTALS
Doctoral	3	2	5
Master	23	32	55
Bachelor	38	40	78
Associate	25	83	108
Other	8	24	32
Totals*	97 34.9%	181 67.1%	278

\* This figure represents distribution of all eligible employees in the categories expressed as a percent.

**Assistance Participation by Race and Sex,  
Tuition Age Greater than 40 and Disability  
for Fiscal Years 2002 to 2005**

	FY 2002	FY 2003	FY 2004	FY 2005
Total Number of Employees Receiving Tuition Assistance	356	310	330	278
# Minority Employees Participating and as a % of Total Participating	205 67.2%	164 52.9%	188 56.9%	170 61%
# Women Employees Participating and as a % of Total Participating	173 53%	150 48%	185 56%	181 67%
# Age 40 and up Employees Participating and as a % of Total Participating	151 42.4%	120 38.7%	129 39%	98 35%
# Employees with Disabilities Participating and as a % of Total Participating	1 1%	3 1%	2 1%	3 1%

Note: Information on participating employees with disabilities was not captured until fiscal year 2000. Information for this table was compiled from previously published reports. The program began in Fiscal Year 1999.

Focusing on retention of critical skills and internal promotion, City department heads continue to identify areas where career ladders would open cross training to promote upward mobility opportunities. In FY 2005 the Personnel Services Department continued to work with individual department heads who expressed interest in implementing a career ladder system in their respective departments, which would allow for upward mobility within a particular job class. Career ladders exist in the City Attorney's Office, the Office of the Commonwealth's Attorney, the Transportation and Environmental Services Department, General Services, the Purchasing Division of the Finance Department, and in the Police Department, Office of the Sheriff, and the Fire Department.

During FY 2005, the Personnel Services Department continued its review of the internal training programs available to employees. This effort assesses the opportunities available for employees to improve their skills and increase their chances for promotion. Some of the current training programs include basic and advanced computer training, interpersonal training, skill development, such as the Family Medical Leave Act class for supervisors, and classes that allow an employee to prepare for promotion or retirement.

The following tables provide a comparison of hours of training and number of courses taken by all employees during FY 2005:

**City of Alexandria, Virginia  
Comparison of Hours of Training and Courses Taken  
To Distribution  
By Gender and Race Groups**

Fiscal Year	Data set	Total	Male	Female	White	Black	Hispanic	Other
2005	# of Training Hours	9,352	4,434	4,918	3,443	3,233	593	2,083
	% of Training Hours		47	53	37	35	6	18
	# of Trained Employees	1,107	567	540	437	339	67	264
	% of Trained Employees		51	49	39	31	6	24
	% of Employees*		47	53	49	41	7	4

**City of Alexandria, Virginia  
Comparison of Hours of Training and Courses Taken  
To Distribution By Age Groups**

Fiscal Year	Data set	Total	< 40	40-44	45-49	50-54	55+
2005	# of Training Hours	9,352	5,838	659	866	796	1,193
	% of Training Hours		62	7	9	9	13
	# of Trained Employees	1,107	692	76	89	91	159
	% of Trained Employees		63	7	8	8	14
	% of Employees*		46	9	8	7	24

\* This is the distribution of all full time, part-time and temporary employees in the categories of gender, race and age expressed as a percent. City training is available to all employees, regardless of payroll status.

\*\* This data does not include mandatory in-service Public Safety training(Police, Fire, Sheriff), Defensive Driving, or other in-house training by departments.

**City of Alexandria, Virginia**  
**Comparison of Hours of Training and Courses Taken**  
**To Distribution**  
**By Gender and Race Groups**  
**Full Time Employees\*\***

Fiscal Year	Data set	Total	Male	Female	White	Black	Hispanic	Other
2005	# of Training Hours	9,352	4,434	4,918	3,443	3,233	593	2,083
	% of Training Hours		47	53	37	35	6	22
	# of Courses	2,013	993	1,020	773	665	117	458
	% of Courses		49	51	38	33	6	23
	% of Employees*		47	53	49	41	7	4

**City of Alexandria, Virginia**  
**Comparison of Hours of Training and Courses Taken**  
**To Distribution By Age Groups**  
**Full Time Employees\*\***

Fiscal Year	Data set	Total	< 40	40-44	45-49	50-54	55+
2005	# of Training Hours	9,352	5,838	659	866	796	1,193
	% of Training Hours		62	7	9	9	13
	# of Courses	2,913	1,280	129	177	170	257
	% of Courses		64	9	9	8	13
	% of Employees*		46	9	8	7	24

\* This is the distribution of all full time, part-time and temporary employees in the categories of gender, race and age expressed as a percent. City training is available to all employees, regardless of payroll status.

\*\* This data does not include mandatory in-service Public Safety training(Police, Fire, Sheriff), Defensive Driving, or other in-house training by departments.

## **Workforce Summary by Protected Class Group**

The changes in the Census 2000 regarding race/gender/ethnicity identifiers and EEO job groups required the City to change its reporting procedures. Major findings and conclusions of the Workforce Utilization Analysis Report are summarized in the section that follows by protected class group. This analysis compares the City against the Community Labor Statistics provided by the 2000 census, which is our best way of determining if our efforts to recruit, hire, and retain qualified, diverse individuals is successful. Tables I and II provide a summary of the City's FY 2005 workforce in comparison to the community labor workforce availability of each protected class in each of the eight job groups. This comparison serves as the City's baseline for future reports.

### **Table I Comparison of Percentage of Utilization to Availability FY 2005**

These tables show the numerical, or "straight parity" underutilization that exists for each job group. The availability percentage for each job group is multiplied by the total number of persons in the job group ("Avail %") in order to determine the expected number of minorities or females ("Expec") in each job group. This expected number is then compared with the actual, or existing number ("Exist") of minorities or females in each job group. Where the difference ("Diff") between the existing and the expected number is a positive number, it means the City representation is higher than the census availability. If the difference is a negative number, it means the City has an underutilization in that job group.

**Table I Males**

	Black Non-Hispanic			Hispanic			Asian Non-Hispanic		
	CLS Avail %	City Util.%	Under Util. %	CLS Avail %	City Util.%	Under Util.%	CLS Avail %	City Util.%	Under Util.%
Official Manager	7.4	12.5	***	2.4	1.5	39	3.2	.7	77
Professional	6.7	10.5	***	1.8	2.3	***	4.8	2.1	56
Technical	10.6	15.4	***	2.4	3.6	***	3.3	2.6	20
Public Safety/Sworn	29.9	22.7	24	2.6	3.9	***	1.2	3.1	***
Public Safety/Non-Sworn	9	26.1	***	2.1	0	100	.1	0	100
Administrative Support	9.1	3.2	65	2	1.1	47	2.3	.5	77
Skilled Craft	18.3	56.5	***	16.1	11.6	28	3.6	2.9	19
Service Maintenance	17.8	58.5	***	10.4	14.6	***	3.5	0	100

**Table I Females**

	White			Black Non-Hispanic			Hispanic			Asian Non-Hispanic		
	CLS Avail %	City Util.%	Under Util.%	CLS Avail %	City Util.%	Under Util.%	CLS Avail %	City Util.%	Under Util.%	CLS Avail %	City Util.%	Under Util.%
Official Manager	29.2	30.1	***	9.6	5.1	46	1.9	0	100	2.1	.7	65
Professional	32.9	33.9	***	10.4	19.2	***	1.9	4.6	***	3.5	2.5	30
Technical	28.4	17.7	38	17.8	19	***	2.4	4.5	***	4.1	.6	86
Public Safety/Sworn	8.8	6.2	30	12.4	9.9	20	.8	1.9	***	.3	0	100
Public Safety/Non-Sworn	38.1	4.3	89	15.8	39.1	***	1.9	0	100	1.1	0	100
Administrative Support	36.9	23.8	35	21	52.9	***	3.8	9	***	3.8	2.6	30
Skilled Craft	3.2	1.4	55	2.1	4.3	***	.7	0	100	.7	0	100
Service Maintenance	18.4	0	100	12.7	9.8	23	8.9	3.7	59	4	0	100

**Table II Direct Comparison of Utilization to Availability FY 2005**

These tables compare the FY 2005 percentage of qualified minority males and females available in the Washington, D.C. metropolitan area ("CLS Avail.") with the percentage of minority males and females employed full-time in the City work force ("City Util."). This comparison is made for each job group. An underutilization ("Underutil.") exists when the City utilization is lower than the census availability of qualified workers. The percentage of underutilization is shown for each job group having an underutilization. For those job groups having no underutilization, an asterisk appears.

**Table II Males**

	Black Non-Hispanic				Hispanic				Asian Non-Hispanic			
	Exist	Avail %	Exp	Diff	Exist	Avail %	Exp	Diff	Exist	Avail %	Exp	Diff
Official Manager	17	7.4	10	7	2	2.4	3	-1	1	3.2	4	-3
Professional	64	6.7	41	23	14	1.8	11	3	13	4.8	29	-16
Technical	82	10.6	56	26	19	2.4	13	6	14	3.3	18	-4
Public Safety/Sworn	110	29.9	145	-35	19	2.6	13	6	15	1.2	6	9
Public Safety/Non-Sworn	6	9	2	4	0	2.1	0	0	0	.1	0	0
Administrative Support	6	9.1	17	-11	2	2	4	-2	1	2.3	4	-3
Skilled Craft	39	18.3	13	26	8	16.1	11	-3	2	3.6	2	0
Service Maintenance	48	17.8	15	33	12	10.4	9	3	0	3.5	3	-3

**Table II Females**

	White				Black Non-Hispanic				Hispanic				Asian			
	Exist	Avail %	Exp	Diff	Exist	Avail %	Exp	Diff	Exist	Avail %	Exp	Diff	Exist	Avail %	Exp	Diff
Official Manager	41	29.2	1	1	7	9.6	13	-6	0	1.9	3	-3	1	2.1	3	-2
Professional	207	32.9	201	6	117	10.4	63	54	28	1.9	12	16	15	3.5	21	-6
Technical	94	28.4	151	-57	101	17.8	95	6	24	2.4	13	11	3	4.1	22	-19
Public Safety/Sworn	30	8.8	43	-13	48	12.4	60	-12	9	.8	4	5	0	.3	1	-1
Public Safety/Non-Sworn	1	38.1	9	-8	9	15.8	4	5	0	1.9	0	0	0	1.1	0	0
Admin Support	45	36.9	70	-25	100	21	40	60	17	3.8	7	10	5	3.8	7	-2
Skilled Craft	1	3.2	2	-1	3	2.1	1	2	0	.7	0	0	0	.7	0	0
Service Maintenance	0	18.4	15	-15	8	12.7	10	-2	3	8.9	7	-4	0	4	3	-3

**Females:** The 2000 Census Community Labor Statistics breaks down the female workforce availability by race and ethnicity. In FY 2005, in comparison to the CLS, the City had an underutilization of females in the following race/gender categories and EEO job groups:

- **White/non-Hispanic:** Technical, Public Safety/Sworn, Public Safety/Non-Sworn, Administrative Support, Skilled Craft, and Service-Maintenance.
- **Black/non-Hispanic:** Officials-Managers, Public Safety/Sworn, and Service-Maintenance.
- **Hispanic:** Officials-Managers, Public Safety/Non-Sworn, Skilled Craft, and Service-Maintenance.
- **Asian:** Officials-Managers, Professional, Technical, Public Safety/Sworn, Public Safety/Non-Sworn, Administrative Support, Skilled Craft, and Service-Maintenance.

**African-Americans:** The 2000 Census Community Labor Statistics breaks down the availability percent of African-Americans in two categories - Black/non-Hispanic Males and Black/non-Hispanic females. In FY 2005, the City had an underutilization of African-Americans as follows:

- **Males:** Public Safety/Sworn and Administrative Support

- **Females:** Official-Managers, Public Safety/Sworn, and Service-Maintenance

**Hispanics:** The Statistics breaks down the availability percent of Hispanics in two categories - Male and Female. In FY 2005, the City had an underutilization of Hispanics in the following categories:

- **Males:** Official-Managers, Public Safety/Non-Sworn, Administrative Support, and Skilled Craft
- **Females:** Official-Managers, Public Safety/Non-Sworn, Skilled Craft, and Service-Maintenance

**Asians:** The 2000 Census Statistics breaks down the availability percent of Asians in two categories - Asian/non-Hispanic Male and Asian/non-Hispanic Female. In FY 2005, the City had an underutilization of Asians in the following categories:

- **Males:** Official-Managers, Professional, Technical, Public Safety/Non-Sworn, Administrative Support, Skilled Craft, and Service-Maintenance

The City's recruitment efforts will continue to target opportunities that will increase the numbers of qualified, diverse applicants to the City's various positions. Additionally, the AAO, Personnel Services, the Multi-Cultural Services Initiative Coordinator, and the Disability Resources Coordinator will offer direct assistance in attracting increased numbers of qualified, diverse applicants to non-traditional job groups.

**Native Americans:** In FY 2005, there were seven employees in regular full-time positions who had identified themselves as Native American. Native Americans constituted .3% of the work force. Since Native Americans represent such a small fraction of a percentage of the work force, utilization figures are statistically insignificant. However, data about their representation in the work force are provided annually for informational purposes.

**Persons with Disabilities, Older Workers, and Vietnam-era Veterans:** The Census Bureau does not provide complete census availability data on qualified workers available for persons with disabilities, older workers (age 40 and up), or Vietnam-era veterans; therefore, the representation of these groups is not analyzed using the utilization analysis approach. Instead, the City uses the data produced by its applicant tracking system to analyze the comparative representation of these groups at each stage in the selection process: certification, interview, and hiring. For more information concerning the number of individuals from these three groups who applied and who were certified, interviewed, and hired, please refer to the **Applicant Tracking Report**.

**FY 2005 Diversity Plan**

During FY 2005, City staff will continue the following actions to attract a diverse workforce which reflects full utilization of the available labor force within our recruiting area. Particular efforts will be made in the following job groups, in response to the underutilization of women or minorities depicted in Table I.

<b>Job Group</b>	<b>FY 2005 Initiatives</b>
<b>Officials</b>	As vacancies occur, aggressively advertise with publications and agencies targeting women and minorities. Network with professional associations and organizations that target women and minorities.
<b>Professional</b>	Continue expansive recruitment efforts and outreach strategies to attract women and minorities to entry level Public Safety jobs. Continue to develop a presence for the City in the employment market through attendance at job fairs, college career days and organizations with high representation of women and minorities. Monitor promotional selection process to ensure no barriers exist to hinder diverse employees from moving into professional or management positions.
<b>Technical</b>	The Affirmative Action Officer to expand contacts with trade/technical schools and colleges. Initiate an outreach recruitment program with organizations and professional associations that represent the job titles in this category, such as Public Safety, paralegal, community advocates and the construction and automotive trades that include a high representation of minorities.
<b>Public Safety/ Sworn Public Safety/ Non-Sworn</b>	The Affirmative Action Officer will coordinate expanded recruitment efforts with Police Department, Fire Department, and Office of Sheriff staff. These efforts will include testing outside the Washington D.C. metropolitan area.
<b>Administrative Support</b>	Explore strategies for attracting increasing numbers of qualified, diverse candidates to administrative positions in the City.
<b>Skilled Craft</b>	Network with and advertise vacancies with organizations targeting women and Asians. Develop relationships with trade schools that have high representations of women and minorities; advertise vacancies with these organizations. Develop cross training programs to create promotional opportunities for women and minorities currently in Service Maintenance jobs which feed into the Skilled Craft positions.
<b>Service-Maintenance</b>	Explore creative strategies for attracting increasing numbers of women and Asians. Research "best practices" apprentice programs for possible implementation, to use as recruiting tool in attracting diverse applicants.
<b>All Job Groups</b>	Attend job fairs targeting persons with disabilities. Continue networking with organizations advocating on behalf of persons with disabilities to promote referrals of qualified applicants. Explore development of increased internship opportunities to enable persons with disabilities to gain relevant job experience and to compete effectively for vacancies as they arise. Monitor selection process to ensure that no barriers exist which may prevent the hiring of persons with disabilities. Solicit assistance from the Commission on Persons with Disabilities in identifying ways to better advertise job opportunities in city government.
<b>All Job Groups</b>	Continue to network with organizations, particularly the Commission on Aging, advocating on behalf of older workers. Attend job fairs targeting senior applicants. Monitor hiring process to ensure no barriers exist which may prevent selection of older workers.
<b>All Job Groups</b>	Personnel and AAO to do specific outreach with colleges and universities to encourage women and minorities to apply for the City's internships and entry level professional jobs.

## Overview of Tables III and III-A

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**Table III, "Full-time Work Force Distribution"**, shows the distribution of males and females within each racial/ethnic category, for each of the City's job groups.

**Table III-A, "Age Bands/EEO Groups, Full Time Workforce Distribution,"** shows the distribution of the City's full-time workforce by age bands.

**Table I - Male  
Comparison of Percents of  
Utilization to Availability  
FY2005**

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

EEO Job Group	W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Census Avail%	City Utiliz. %	Under** Utiliz. %	Census Avail%	City Utiliz. %	Under** Utiliz. %	Census Avail%	City Utiliz. %	Under** Utiliz. %	Census Avail%	City Utiliz. %	Under** Utiliz. %	Census Avail%	City Utiliz. %	Under** Utiliz. %	Census Avail%	City Utiliz. %	Under** Utiliz. %	Census Avail%	City Utiliz. %	Under** Utiliz. %	Census Avail%	City Utiliz. %	Under** Utiliz. %	Census Avail%	City Utiliz. %	Under** Utiliz. %	Census Avail%	City Utiliz. %	Under** Utiliz. %			
21 OFFICIAL - ADMIN	42	49.3	***	7.4	12.6	***	2.4	1.6	39	3.2	0.7	77	0.1	0.0	-	0	0.0	-	0.1	0.0	-	0.1	64.0	-	0.2	0.0	-	0	0.0	-	0.7	0.0	-
22 PROFESSIONAL	35.8	24.3	32	6.7	10.6	***	1.8	2.3	***	4.8	2.1	66	0.1	0.2	-	0.1	0.0	-	0.1	0.0	-	0	39.5	-	0.2	0.0	-	0	0.0	-	0.6	0.0	-
23 TECHNICAL	28.2	35.8	***	10.6	16.4	***	2.4	3.6	***	3.3	2.6	20	0.2	0.4	-	0.1	0.0	-	0.1	0.0	-	0.1	68.2	-	0.2	0.0	-	0.1	0.0	-	0.7	0.0	-
24 PUBLIC SAFETY	41.6	51.8	***	29.9	22.7	24	2.6	3.9	***	1.2	3.1	***	0.3	0.4	-	0.1	0.0	-	0.2	0.0	-	0.2	81.9	-	0.2	0.0	-	0	0.0	-	0.8	0.0	-
25 PUBLIC SAFETY/NON-SWORN	28.8	30.4	***	9	26.1	***	2.1	0.0	100	0.1	0.0	100	0.6	0.0	-	0.3	0.0	-	0.3	0.0	-	0	56.5	-	0	0.0	-	0	0.0	-	0.3	0.0	-
26 ADMINISTRATIVE SUPPORT	18.3	6.9	62	9.1	3.2	66	2	1.1	47	2.3	0.5	77	0.1	0.0	-	0.1	0.0	-	0.1	0.0	-	0.1	11.6	-	0.2	0.0	-	0	0.0	-	0.6	0.0	-
27 SKILLED CRAFT	53	23.2	56	18.3	66.6	***	16.1	11.6	28	3.6	2.9	18	0.4	0.0	-	0.1	0.0	-	0.3	0.0	-	0.1	94.2	-	0.3	0.0	-	0	0.0	-	0.9	0.0	-
28 SERVICE - MAINTENANCE	21.2	12.2	42	17.8	58.6	***	10.4	14.6	***	3.5	0.0	100	0.2	0.0	-	0.1	0.0	-	0.1	0.0	-	0.1	86.6	-	0.2	0.0	-	0	0.0	-	1	0.0	-

\* "PROFESSIONAL" includes Police, Fire, and Sheriff Captains, Police and Sheriff Lieutenants;

"PUBLIC SAFETY" includes Police Officers, Fire Fighters, and Deputy Sheriffs.

Underutilization is calculated by computing City Utilization as a percent of 2000 Census Availability and subtracting that from 100%

Example: Looking at W/nH in the PROFESSIONAL Job Group: 35.8% of the qualified candidates for the Professional jobs in the Washington D.C. Metropolitan Statistical Area are W/nH. 24.3% of the full-time Alexandria City employees in this job are W/nH. Dividing the utilization percent by the availability percent (24.3/35.8) and multiplying by 100 yields a utilization percent of 67.9. Therefore the underutilization = (100 - 67.9) or 32.1, rounded to 32% underutilization. No underutilization is indicated by "\*\*\*\*" in the applicable data area.

Underutilization is not computed for AI/AN/nH, B/W/nH, AI/AN/W/nH, AI/AN/B/nH, A/W/nH, NH/OPI/nH & B2/nH because they comprise less than 2% of the Metropolitan Statistical Area Population.

**Table I - Female  
Comparison of Percents of  
Utilization to Availability  
FY2005**

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

EEO Job Group	W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Census Avail%	City Utiliz.%	Under** Utiliz.%	Census Avail%	City Utiliz.%	Under** Utiliz.%	Census Avail%	City Utiliz.%	Under** Utiliz.%	Census Avail%	City Utiliz.%	Under** Utiliz.%	Census Avail%	City Utiliz.%	Under** Utiliz.%	Census Avail%	City Utiliz.%	Under** Utiliz.%	Census Avail%	City Utiliz.%	Under** Utiliz.%	Census Avail%	City Utiliz.%	Under** Utiliz.%	Census Avail%	City Utiliz.%	Under** Utiliz.%	Census Avail%	City Utiliz.%	Under** Utiliz.%			
21 OFFICIAL - ADMIN	29.2	30.1	***	9.6	5.1	46	1.9	0.0	100	2.1	0.7	65	0.2	0.0	-	0.1	0.0	-	0.1	0.0	-	0.1	0.0	-	0.1	0.0	-	0	0.0	-	0.5	0.0	-
22 PROFESSIONAL	32.9	33.9	***	10.4	19.2	***	1.9	4.8	***	3.5	2.5	30	0.1	0.2	-	0.1	0.0	-	0.1	0.0	-	0.2	0.0	-	0	0.0	-	0.5	0.0	-			
23 TECHNICAL	28.4	17.7	38	17.8	19.0	***	2.4	4.5	***	4.1	0.5	88	0.1	0.0	-	0.2	0.0	-	0.1	0.0	-	0.2	0.0	-	0.2	0.0	-	0.1	0.0	-	0.8	0.0	-
24 PUBLIC SAFETY	8.8	6.2	30	12.4	9.9	20	0.8	1.9	***	0.3	0.0	100	0.1	0.2	-	0.1	0.0	-	0.1	0.0	-	0.1	0.0	-	0	0.0	-	0.2	0.0	-			
25 PUBLIC SAFETY/NON-SWORN	38.1	4.3	89	15.8	39.1	***	1.9	0.0	100	1.1	0.0	100	0	0.0	-	0.5	0.0	-	0	0.0	-	0	0.0	-	0.8	0.0	-	0	0.0	-	0.3	0.0	-
26 ADMINISTRATIVE SUPPORT	36.9	23.8	35	21	52.9	***	3.8	9.0	***	3.8	2.5	30	0.2	0.0	-	0.1	0.0	-	0.2	0.0	-	0.1	0.0	-	0.2	0.0	-	0	0.0	-	0.8	0.0	-
27 SKILLED CRAFT	3.2	1.4	55	2.1	4.3	***	0.7	0.0	100	0.7	0.0	100	0	0.0	-	0	0.0	-	0	0.0	-	0	0.0	-	0	0.0	-	0	0.0	-	0.1	0.0	-
28 SERVICE - MAINTENANCE	18.4	0.0	100	12.7	9.8	23	8.9	3.7	59	4	0.0	100	0.1	0.0	-	0.1	0.0	-	0.1	0.0	-	0	0.0	-	0.2	0.0	-	0	0.0	-	0.8	0.0	-

\* "PROFESSIONAL" includes Police, Fire, and Sheriff Captains, Police and Sheriff Lieutenants;

"PUBLIC SAFETY" includes Police Officers, Fire Fighters, and Deputy Sheriffs.

~ Underutilization is calculated by computing City Utilization as a percent of 2000 Census Availability and subtracting that from 100%

Example: Looking at B/nH in the PUBLIC SAFETY Job Group: 12.4% of the qualified candidates for the Public Safety jobs in the Washington D.C. Metropolitan Statistical Area are B/nH. 9.9% of the full-time Alexandria City employees in this job are B/nH. Dividing the utilization percent by the availability percent (9.9/12.4) and multiplying by 100 yields a utilization percent of 79.8. Therefore the underutilization = (100 - 79.8) or 20.2, rounded to 20% underutilization. No underutilization is indicated by "\*\*\*\*" in the applicable data area.

Underutilization is not computed for AI/AN/nH, B/W/nH, AI/AN/W/nH, AI/AN/B/nH, A/W/nH, NH/OPI/nH & B2/nH because they comprise less than 2% of the Metropolitan Statistical Area Population.

## Table II - Male Direct Comparison of Utilization to Availability FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	136	67	42	57	-10	17	7.4	10	-7	2	2.4	3	-1	1	3.2	4	-3	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0	0.7	1	-1					
22 PROFESSIONAL	610	148	35.8	218	-70	64	6.7	41	-23	14	1.8	11	-3	13	4.8	29	-16	1	0.1	1	0	0	0.1	1	-1	0	0.1	1	-1	0	0	0	0	0.2	1	-1	0	0	0	0.6	4	-4			
23 TECHNICAL	531	190	28.2	150	-40	82	10.6	56	-26	19	2.4	13	-6	14	3.3	18	-4	2	0.2	1	1	0	0.1	1	-1	0	0.1	1	-1	0	0.1	1	-1	0	0.2	1	-1	0	0.1	1	-1	0	0.7	4	-4
24 PUBLIC SAFETY	485	251	41.6	202	-49	110	29.9	145	-35	19	2.6	13	-6	15	1.2	6	-9	2	0.3	1	1	0	0.1	0	0	0	0.2	1	-1	0	0.2	1	-1	0	0.2	1	-1	0	0	0	0.8	4	-4		
25 PUBLIC SAFETY/NON-SWORN	23	7	28.8	7	0	6	9	2	4	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0					
26 ADMINISTRATIVE SUPPORT	189	13	18.3	35	-22	6	9.1	17	-11	2	2	4	-2	1	2.3	4	-3	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0.6	1	-1		
27 SKILLED CRAFT	69	16	53	37	-21	39	18.3	13	-26	8	16.1	11	-3	2	3.6	2	0	0	0.4	0	0	0	0.1	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0	0	0	0	0.9	1	-1		
28 SERVICE - MAINTENANCE	82	10	21.2	17	-7	48	17.8	15	-33	12	10.4	9	-3	0	3.5	3	-3	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	1	1	-1		
	2125	702				372				76				46				5				0				0				0				0				0							

\* "PROFESSIONAL" includes Police, Fire, and Sheriff Captains, Police and Sheriff Lieutenants;

"PUBLIC SAFETY" includes Police Officers, Fire Fighters, and Deputy Sheriffs.

Example: Looking at B/nH in the PUBLIC SAFETY Job Group: Of the 485 full time city employees, 110 are B/nH. 29.9% of the qualified candidates in the Washington D.C. Metropolitan Statistical Area are B/nH. Applying this to the 485 city employees, it is expected that 110 of the city employees in this group would be B/nH. Subtracting the expected value from the existing value yields -35, demonstrating that B/nH are underutilized in this job group by 35 individuals.

Definitions:  
 Exist - Number of employees as of date displayed at top of report  
 Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.  
 Expec - calculated for each job group: Total \* (Avail%/100)  
 Diff - Calculated for each job group: Exist - Expec

## Table II - Female Direct Comparison of Utilization to Availability FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	136	41	29.2	40	1	7	9.6	13	-6	0	1.9	3	-3	1	2.1	3	-2	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	1	-1				
22 PROFESSIONAL	610	207	32.9	201	6	117	10.4	63	54	28	1.9	12	16	15	3.5	21	-6	1	0.1	1	0	0	0.1	1	-1	0	0.1	1	-1	0	0.1	1	-1	0	0.2	1	-1	0	0	0	0	0.5	3	-3	
23 TECHNICAL	531	94	28.4	151	-57	101	17.8	95	6	24	2.4	13	11	3	4.1	22	-19	0	0.1	1	-1	0	0.2	1	-1	0	0.1	1	-1	0	0.2	1	-1	0	0.2	1	-1	0	0.1	1	-1	0	0.8	4	-4
24 PUBLIC SAFETY	485	30	8.8	43	-13	48	12.4	60	-12	9	0.8	4	5	0	0.3	1	-1	1	0.1	0	1	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	1	-1				
25 PUBLIC SAFETY/NON-SWORN	23	1	38.1	9	-8	9	15.8	4	5	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0	0.8	0	0	0	0	0.8	0	0	0	0.3	0	0		
26 ADMINISTRATIVE SUPPORT	189	45	36.9	70	-25	100	21	40	60	17	3.8	7	10	5	3.8	7	-2	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.8	2	-2			
27 SKILLED CRAFT	69	1	3.2	2	-1	3	2.1	1	2	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0						
28 SERVICE - MAINTENANCE	82	0	18.4	15	-15	8	12.7	10	-2	3	8.9	7	-4	0	4	3	-3	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0.2	0	0	0	0	0.8	1	-1				
	2125	419				393				81				24				2				0				0				0				0				0							

\* "PROFESSIONAL" includes Police, Fire, and Sheriff Captains, Police and Sheriff Lieutenants;  
"PUBLIC SAFETY" includes Police Officers, Fire Fighters, and Deputy Sheriffs.

Example: Looking at B/nH in the OFFICIAL-ADMIN Job Group: Of the 136 full time city employees, 7 are B/nH. 9.6% of the qualified candidates in the Washington D.C. Metropolitan Statistical Area are B/nH. Applying this to the 136 city employees, it is expected that 13 of the city employees in this group would be B/nH. Subtracting the expected value from the existing value yields -6, demonstrating that B/nH are underutilized in this job group by 6 individuals.

Definitions:  
Exist - Number of employees as of date displayed at top of report  
Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.  
Expec - calculated for each job group: Total \* (Avail%/100)  
Diff - Calculated for each job group: Exist - Expec





**Table III-A**  
**Age Bands/EEO Groups**  
**Full-time Workforce Distribution**  
**All Departments FY2005**

City of Alexandria, Virginia  
 Full-time Employees  
 As of June 17, 2005

EEO Job Group		Total	< 20	20 - 24	25 - 29	30 - 34	35 - 39	40 - 44	45 - 49	50 - 54	55 - 59	60 - 64	65 - 69	70 UP
21	OFFICIAL - ADMIN	# 136	0	0	1	3	9	12	22	30	39	17	2	1
		%	0	0	1	2	7	9	16	22	29	13	0	1
22	PROFESSIONAL	# 610	0	1	41	67	81	90	105	87	79	41	15	3
		%	0	0	7	11	13	15	17	14	13	7	0	0
23	TECHNICAL	# 531	0	5	38	57	71	87	97	85	60	22	8	1
		%	0	1	7	11	13	16	18	16	11	4	0	0
24	PUBLIC SAFETY	# 485	0	21	60	76	114	105	55	35	16	2	1	0
		%	0	4	12	16	24	22	11	7	3	0	0	0
25	PUBLIC SAFETY/NON-SWORN	# 23	0	0	1	3	3	3	4	5	1	1	1	1
		%	0	0	4	13	13	13	17	22	4	4	0	4
26	ADMINISTRATIVE SUPPORT	# 189	1	10	22	35	22	14	32	22	15	9	6	1
		%	1	5	12	19	12	7	17	12	8	5	0	1
27	SKILLED CRAFT	# 69	0	0	3	4	8	13	13	17	5	5	1	0
		%	0	0	4	6	12	19	19	25	7	7	0	0
28	SERVICE - MAINTENANCE	# 82	0	3	2	7	10	17	18	10	10	3	1	1
		%	0	4	2	9	12	21	22	12	12	4	0	1
<b>TOTALS</b>		# 2125	1	40	168	252	318	341	346	291	225	100	35	8
		%	0	2	8	12	15	16	16	14	11	5	2	0

Applicant Tracking

**Table IV, Certification Rates - Male  
Applied and Certified  
Gender/Race/Ethnicity**

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%			
21 OFFICIAL - ADMIN	132	126	95	46	43	93	16	16	100	1	1	100	3	3	100	1	1	100	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0
22 PROFESSIONAL	1680	1587	94	196	189	96	179	167	93	32	29	91	45	44	98	1	1	100	4	4	100	1	1	100	0	0	0	3	3	100	1	1	100	1	1	100
23 TECHNICAL	1680	1514	90	253	240	95	238	195	82	46	41	89	30	27	90	3	3	100	4	4	100	0	0	0	0	0	0	1	1	100	0	0	0	0	0	0
24 PUBLIC SAFETY	1151	1106	96	314	308	98	228	215	94	50	47	94	22	22	100	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
25 PUBLIC SAFETY/NON-SWORN	215	205	95	12	12	100	21	20	95	5	4	80	7	7	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
26 ADMINISTRATIVE SUPPORT	323	302	93	17	17	100	56	50	89	8	7	88	5	5	100	0	0	0	0	0	0	0	0	0	1	1	100	2	2	100	0	0	0	0	0	0
27 SKILLED CRAFT	103	56	54	6	2	33	50	28	56	12	8	67	1	0	0	1	1	100	3	2	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
28 SERVICE - MAINTENANCE	191	121	63	12	7	58	83	55	66	24	15	63	4	2	50	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Totals</b>	<b>5475</b>	<b>5017</b>	<b>92</b>	<b>856</b>	<b>818</b>	<b>96</b>	<b>871</b>	<b>746</b>	<b>86</b>	<b>178</b>	<b>152</b>	<b>85</b>	<b>117</b>	<b>110</b>	<b>94</b>	<b>8</b>	<b>8</b>	<b>100</b>	<b>12</b>	<b>11</b>	<b>92</b>	<b>2</b>	<b>2</b>	<b>100</b>	<b>1</b>	<b>1</b>	<b>100</b>	<b>6</b>	<b>6</b>	<b>100</b>	<b>1</b>	<b>1</b>	<b>100</b>	<b>1</b>	<b>1</b>	<b>100</b>

Percentages are: certified(Cert) as a percentage of applied(Appl).

Example: Looking at W/nH in the OFFICIAL -ADMIN Job Group: 38 W/nH applied for Official Admin jobs. 36 are certified. Dividing the amount certified by the amount applied (36/38) and multiplying by 100 yields a percentage of 94.7, rounded to 95%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

Applicant Tracking

Table IV, Certification Rates - Female  
Applied and Certified  
Gender/Race/Ethnicity

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%			
21 OFFICIAL - ADMIN	132	126	95	21	21	100	3	3	100	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
22 PROFESSIONAL	1680	1587	94	299	286	96	297	273	92	42	39	93	47	46	98	1	1	100	10	10	100	1	1	100	1	1	100	3	3	100	1	1	100	4	4	100
23 TECHNICAL	1680	1514	90	209	205	98	331	295	89	46	44	96	13	13	100	4	4	100	12	10	83	0	0	0	0	0	0	4	4	100	1	1	100	2	2	100
24 PUBLIC SAFETY	1151	1106	96	51	50	98	114	111	97	13	13	100	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
25 PUBLIC SAFETY/NON-SWORN	215	205	95	8	8	100	37	35	95	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
26 ADMINISTRATIVE SUPPORT	323	302	93	17	17	100	115	106	92	9	8	89	7	6	86	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	100	
27 SKILLED CRAFT	103	56	54	0	0	0	2	1	50	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
28 SERVICE - MAINTENANCE	191	121	63	2	0	0	7	5	71	6	3	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
<b>Totals</b>	<b>5475</b>	<b>5017</b>	<b>92</b>	<b>607</b>	<b>587</b>	<b>97</b>	<b>906</b>	<b>829</b>	<b>92</b>	<b>119</b>	<b>109</b>	<b>92</b>	<b>68</b>	<b>66</b>	<b>97</b>	<b>5</b>	<b>5</b>	<b>100</b>	<b>22</b>	<b>20</b>	<b>91</b>	<b>1</b>	<b>1</b>	<b>100</b>	<b>1</b>	<b>1</b>	<b>100</b>	<b>7</b>	<b>7</b>	<b>100</b>	<b>2</b>	<b>2</b>	<b>100</b>	<b>8</b>	<b>8</b>	<b>100</b>

Percentages are: certified(Cert) as a percentage of applied(Appl).

Example: Looking at B/W/nH in the TECHNICAL Job Group: 12 B/W/nH applied for TECHNICAL jobs. 10 are certified. Dividing the amount certified by the amount applied (10/12) and multiplying by 100 yields a percentage of 83.3, rounded to 83%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

### Table V, Interview Rates - Male Certified and Interviewed Gender/Race/Ethnicity

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH					
	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%			
21 OFFICIAL - ADMIN	126	29	23	43	9	21	16	3	19	1	0	0	3	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
22 PROFESSIONAL	1587	265	17	188	29	15	167	42	25	29	1	3.4	45	7	16	1	1	100	4	2	50	1	0	0	0	0	0	3	1	33	1	0	0	1	0	0	1	0	0
23 TECHNICAL	1514	201	13	241	45	19	195	31	16	41	5	12	26	4	15	3	0	0	4	1	25	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
24 PUBLIC SAFETY	1106	44	4	308	8	3	215	9	4	47	0	0	22	3	14	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
25 PUBLIC SAFETY/NON-SWORN	205	70	34	20	16	30	34	9	26	4	3	75	7	2	29	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
26 ADMINISTRATIVE SUPPORT	302	59	20	17	3	18	50	4	8	7	0	0	5	0	0	0	0	0	0	0	0	0	0	0	1	0	0	2	0	0	0	0	0	0	0	0	0	0	0
27 SKILLED CRAFT	56	7	13	2	1	50	28	4	14	8	2	25	0	0	0	1	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28 SERVICE - MAINTENANCE	121	13	11	7	1	14	55	6	11	15	1	6.7	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Totals</b>	<b>5017</b>	<b>688</b>	<b>14</b>	<b>826</b>	<b>102</b>	<b>12</b>	<b>760</b>	<b>108</b>	<b>14</b>	<b>152</b>	<b>12</b>	<b>8</b>	<b>110</b>	<b>16</b>	<b>15</b>	<b>8</b>	<b>1</b>	<b>13</b>	<b>11</b>	<b>3</b>	<b>27</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>1</b>	<b>17</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>			

Percentages are: interviewed(Int) as a percentage of certified(Cert).

Example: Looking at B/nH in the OFFICIAL -ADMIN Job Group: 16 B/nH Certified for Official Admin jobs. 3 were interviewed. Dividing the amount interviewed by the amount certified (3/16) and multiplying by 100 yields a percentage of 18.75, rounded to 19%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

Table V, Interview Rates - Female  
 Certified and Interviewed  
 Gender/Race/Ethnicity

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%			
21 OFFICIAL - ADMIN	126	29	23	21	5	24	3	1	33	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
22 PROFESSIONAL	1587	265	17	287	50	17	274	45	16	39	6	15	46	5	11	1	0	0	10	1	10	1	0	0	1	0	0	3	0	0	1	0	0	4	0	0
23 TECHNICAL	1514	201	13	204	17	8	294	29	10	44	6	14	13	0	0	4	1	25	10	2	20	0	0	0	0	0	4	0	0	1	0	0	2	1	50	
24 PUBLIC SAFETY	1106	44	4	50	4	8	111	2	2	13	1	7.7	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
25 PUBLIC SAFETY/NON-SWORN	205	70	34	23	6	26	54	22	41	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0		
26 ADMINISTRATIVE SUPPORT	302	59	20	17	4	24	106	24	23	8	3	38	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	100		
27 SKILLED CRAFT	56	7	13	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
28 SERVICE - MAINTENANCE	121	13	11	0	0	0	5	1	20	3	2	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
<b>Totals</b>	<b>5017</b>	<b>688</b>	<b>14</b>	<b>602</b>	<b>86</b>	<b>14</b>	<b>848</b>	<b>124</b>	<b>15</b>	<b>112</b>	<b>18</b>	<b>16</b>	<b>66</b>	<b>5</b>	<b>8</b>	<b>5</b>	<b>1</b>	<b>20</b>	<b>20</b>	<b>3</b>	<b>15</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>3</b>	<b>33</b>

Percentages are: interviewed(Int) as a percentage of certified(Cert).

Example: Looking at W/nH in the OFFICIAL -ADMIN Job Group: 21 W/nH Certified for Official Admin jobs. 5 were interviewed. Dividing the amount interviewed by the amount certified (5/21) and multiplying by 100 yields a percentage of 23.81, rounded to 24%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

### Table VI, Selection Rates - Male Interviewed and Selected Gender/Race/Ethnicity

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%			
21 OFFICIAL - ADMIN	29	8	28	9	3	33	3	2	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
22 PROFESSIONAL	265	56	21	29	5	17	42	9	21	1	0	0	7	0	0	1	0	0	2	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0		
27 TECHNICAL	201	75	37	45	20	44	31	13	42	5	2	40	4	2	50	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
24 PUBLIC SAFETY	44	31	70	8	7	88	9	8	89	0	0	0	3	1	33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
25 PUBLIC SAFETY/NON-SWORN	70	6	9	6	2	33	9	1	11	3	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
26 ADMINISTRATIVE SUPPORT	59	16	27	3	3	100	4	1	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
27 SKILLED CRAFT	7	4	57	1	0	0	4	3	75	2	1	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
28 SERVICE - MAINTENANCE	13	9	69	1	1	100	6	5	83	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
<b>Totals</b>	<b>688</b>	<b>205</b>	<b>30</b>	<b>102</b>	<b>41</b>	<b>40</b>	<b>108</b>	<b>42</b>	<b>39</b>	<b>12</b>	<b>3</b>	<b>25</b>	<b>16</b>	<b>3</b>	<b>19</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

Percentages are: selected (Sel) as a percentage of interviewed (Int).

Example: Looking at B/nH in the OFFICIAL -ADMIN Job Group: 3 B/nH interviewed for Official Admin jobs. 2 were selected. Dividing the amount selected by the amount interviewed (2/3) and multiplying by 100 yields a percent of 66.66, rounded to 67%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

Table VI, Selection Rates - Female  
Interviewed and Selected  
Gender/Race/Ethnicity

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%			
21 OFFICIAL - ADMIN	29	8	28	5	2	40	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
22 PROFESSIONAL	265	56	21	50	12	24	45	11	24	6	2	33	5	2	40	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
23 TECHNICAL	201	75	37	17	10	59	29	9	31	6	1	17	0	0	0	1	1	100	2	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0		
24 PUBLIC SAFETY	44	31	70	4	1	25	2	1	50	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
25 PUBLIC SAFETY/NON-SWORN	70	6	9	6	0	0	22	1	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
26 ADMINISTRATIVE SUPPORT	59	16	27	4	1	25	24	4	17	3	1	33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	100		
27 SKILLED CRAFT	7	4	57	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
28 SERVICE - MAINTENANCE	13	9	69	0	0	0	1	0	0	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
<b>Totals</b>	<b>688</b>	<b>205</b>	<b>30</b>	<b>86</b>	<b>26</b>	<b>30</b>	<b>124</b>	<b>26</b>	<b>21</b>	<b>18</b>	<b>7</b>	<b>39</b>	<b>5</b>	<b>2</b>	<b>40</b>	<b>1</b>	<b>1</b>	<b>100</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>2</b>	<b>67</b>	

Percentages are: selected (Sel) as a percentage of interviewed (Int).

Example: Looking at W/nH in the OFFICIAL -ADMIN Job Group: 5 W/nH interviewed for Official Admin jobs. 2 were selected. Dividing the amount selected by the amount interviewed (2/5) and multiplying by 100 yields a percent of 40%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

Applicant Tracking

**Table IV-A, Certification Rates  
Applied and Certified  
Persons With Disabilities, Older Workers, & Vietnam Veterans**

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			Disabled			40 and Older			Vietnam Veteran		
	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%
21 OFFICIAL - ADMIN	132	126	95	4	4	100	66	64	97	4	4	100
22 PROFESSIONAL	1680	1587	94	45	44	98	329	320	97	20	19	95
23 TECHNICAL	1680	1514	90	38	35	92	285	270	95	17	13	76
24 PUBLIC SAFETY	1151	1106	96	15	15	100	71	68	96	11	8	73
25 PUBLIC SAFETY/NON-SWORN	215	205	95	7	6	86	37	32	86	2	2	100
26 ADMINISTRATIVE SUPPORT	323	302	93	14	14	100	71	67	94	4	4	100
27 SKILLED CRAFT	103	56	54	2	2	100	31	15	48	0	0	0
28 SERVICE - MAINTENANCE	191	121	63	5	3	60	53	39	74	0	0	0
<b>Totals</b>	<b>5475</b>	<b>5017</b>	<b>92</b>	<b>130</b>	<b>123</b>	<b>95</b>	<b>943</b>	<b>875</b>	<b>93</b>	<b>58</b>	<b>50</b>	<b>86</b>

Percentages are: certified(Cert) as a percentage of applied(Appl).

Example: Looking at disabled in the PROFESSIONAL Job Group: 45 disabled persons applied for Professional jobs. 44 were certified. Dividing the amount certified by the amount applied (44/45) and multiplying by 100 yields a percentage of 97.7, rounded to 98%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

## Table V-A, Interview Rates Certified and Interviewed Persons With Disabilities, Older Workers, & Vietnam Veterans

EEO Job Group	Overall			Disabled			40 and Older			Vietnam Veteran		
	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%
21 OFFICIAL - ADMIN	126	29	23	4	0	0	64	17	27	4	0	0
22 PROFESSIONAL	1587	265	17	44	4	9	320	87	27	19	5	26
23 TECHNICAL	1514	201	13	35	3	9	270	60	22	13	2	15
24 PUBLIC SAFETY	1106	44	4	15	3	20	68	3	4	8	0	0
25 PUBLIC SAFETY/NON-SWORN	205	70	34	6	1	17	32	10	31	2	0	0
26 ADMINISTRATIVE SUPPORT	302	59	20	14	2	14	67	17	25	4	1	25
27 SKILLED CRAFT	56	7	13	2	0	0	15	1	7	0	0	0
28 SERVICE - MAINTENANCE	121	13	11	3	0	0	39	6	15	0	0	0
<b>Totals</b>	<b>5017</b>	<b>688</b>	<b>14</b>	<b>123</b>	<b>13</b>	<b>11</b>	<b>875</b>	<b>201</b>	<b>23</b>	<b>50</b>	<b>8</b>	<b>16</b>

Percentages are: interviewed(Int) as a percentage of certified(Cert).

Example: Looking at 40 and Older in the OFFICIAL -ADMIN Job Group: 64 people 40 years or older certified for Official Admin jobs. 17 were interviewed. Dividing the amount interviewed by the amount certified (17/64) and multiplying by 100 yields a percentage of 26.56, rounded to 27%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

**Table VI-A, Selection Rates  
Interviewed and Selected  
Persons With Disabilities, Older Workers, & Vietnam Veterans**

EEO Job Group	Overall			Disabled			40 and Older			Vietnam Veteran		
	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%
21 OFFICIAL - ADMIN	29	8	28	0	0	0	17	7	41	0	0	0
22 PROFESSIONAL	265	56	21	4	0	0	87	18	21	5	1	20
23 TECHNICAL	201	75	37	3	2	67	60	17	28	2	1	50
24 PUBLIC SAFETY	44	31	70	3	2	67	3	3	100	0	0	0
25 PUBLIC SAFETY/NON-SWORN	70	6	9	1	0	0	10	1	10	0	0	0
26 ADMINISTRATIVE SUPPORT	59	16	27	2	0	0	17	3	18	1	0	0
27 SKILLED CRAFT	7	4	57	0	0	0	1	1	100	0	0	0
28 SERVICE - MAINTENANCE	13	9	69	0	0	0	6	4	67	0	0	0
<b>Totals</b>	<b>688</b>	<b>205</b>	<b>30</b>	<b>13</b>	<b>4</b>	<b>31</b>	<b>201</b>	<b>54</b>	<b>27</b>	<b>8</b>	<b>2</b>	<b>25</b>

Percentages are: Selected(Sel) as a percentage of Interviewed(Int).

Example: Looking at 40 and Older in the OFFICIAL -ADMIN Job Group: 17 people 40 years and older interviewed for Official Admin jobs. 7 were selected. Dividing the amount selected by the amount interviewed (7/17) and multiplying by 100 yields a percentage of 41.18, rounded to 41%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

Applicant Tracking

Table IV-B, Certification Rates  
Applied and Certified  
Age Bands

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			40 - 44			45 - 49			50 - 54			55 - 59			60 - 64			65 and Older		
	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%
21 OFFICIAL - ADMIN	132	126	95	13	13	100	19	18	95	19	18	95	13	13	100	2	2	100	0	0	0
22 PROFESSIONAL	1680	1587	94	118	115	97	84	82	98	76	74	97	33	31	94	18	18	100	0	0	0
23 TECHNICAL	1680	1514	90	107	103	96	86	81	94	54	50	93	30	28	93	7	7	100	1	1	100
24 PUBLIC SAFETY	1151	1106	96	42	40	95	16	16	100	10	9	90	2	2	100	1	1	100	0	0	0
25 PUBLIC SAFETY/NON-SWORN	215	205	95	17	14	82	9	9	100	8	6	75	2	2	100	1	1	100	0	0	0
26 ADMINISTRATIVE SUPPORT	323	302	93	33	31	94	16	16	100	12	11	92	7	6	86	2	2	100	1	1	100
27 SKILLED CRAFT	103	56	54	17	10	59	10	5	50	3	0	0	1	0	0	0	0	0	0	0	0
28 SERVICE - MAINTENANCE	191	121	63	20	17	85	23	14	61	9	7	78	1	1	100	0	0	0	0	0	0
<b>Totals</b>	<b>5475</b>	<b>5017</b>	<b>92</b>	<b>367</b>	<b>343</b>	<b>93</b>	<b>263</b>	<b>241</b>	<b>92</b>	<b>191</b>	<b>175</b>	<b>92</b>	<b>89</b>	<b>83</b>	<b>93</b>	<b>31</b>	<b>31</b>	<b>100</b>	<b>2</b>	<b>2</b>	<b>100</b>

Percentages are: certified(Cert) as a percentage of applied(Appl).

Example: Looking at 45 - 49 in the OFFICIAL -ADMIN Job Group:19 individuals between the ages of 45 and 49, applied for Official Admin jobs. 18 are certified. Dividing the amount certified by the amount applied (18/19) and multiplying by 100 yields a percentage of 94.7, rounded to 95%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

Applicant Tracking

Table V-B, Interview Rates  
Certified and Interviewed  
Age Bands

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			40 - 44			45 - 49			50 - 54			55 - 59			60 - 64			65 and Older		
	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%
21 OFFICIAL - ADMIN	126	29	23	13	5	38	18	3	17	18	4	22	13	4	31	2	1	50	0	0	0
22 PROFESSIONAL	1587	265	17	115	27	23	82	26	32	74	18	24	31	11	35	18	5	28	0	0	0
23 TECHNICAL	1514	201	13	103	23	22	81	17	21	50	10	20	28	7	25	7	2	29	1	1	100
24 PUBLIC SAFETY	1106	44	4	40	1	3	16	1	6	9	1	11	2	0	0	1	0	0	0	0	0
25 PUBLIC SAFETY/NON-SWORN	205	70	34	14	5	36	9	2	22	6	1	17	2	1	50	1	1	100	0	0	0
26 ADMINISTRATIVE SUPPORT	302	59	20	31	6	19	16	3	19	11	5	45	6	2	33	2	1	50	1	0	0
27 SKILLED CRAFT	56	7	13	10	1	10	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28 SERVICE - MAINTENANCE	121	13	11	17	4	24	14	2	14	7	0	0	1	0	0	0	0	0	0	0	0
<b>Totals</b>	<b>5017</b>	<b>688</b>	<b>14</b>	<b>343</b>	<b>72</b>	<b>21</b>	<b>241</b>	<b>54</b>	<b>22</b>	<b>175</b>	<b>39</b>	<b>22</b>	<b>83</b>	<b>25</b>	<b>30</b>	<b>31</b>	<b>10</b>	<b>32</b>	<b>2</b>	<b>1</b>	<b>50</b>

Percentages are: Interviewed (Int) as a percentage of certified (Cert).

Example: Looking at 40 - 44 in the OFFICIAL -ADMIN Job Group: 13 individuals between the ages of 40 and 44, Certified for Official Admin jobs. 5 were interviewed. Dividing the amount Interviewed by the amount certified (5/13) and multiplying by 100 yields a percentage of 38.4, rounded to 38%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

Applicant Tracking

Table VI-B, Selection Rates  
Interviewed and Selected  
Age Bands

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			40 - 44			45 - 49			50 - 54			55 - 59			60 - 64			65 and Older		
	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%
21 OFFICIAL - ADMIN	29	8	28	5	1	20	3	1	33	4	2	50	4	2	50	1	1	100	0	0	0
22 PROFESSIONAL	265	56	21	27	5	19	26	5	19	18	6	33	11	1	9	5	1	20	0	0	0
23 TECHNICAL	201	75	37	23	4	17	17	7	41	10	1	10	7	3	43	2	1	50	1	1	100
24 PUBLIC SAFETY	44	31	70	1	1	100	1	1	100	1	1	100	0	0	0	0	0	0	0	0	0
25 PUBLIC SAFETY/NON-SWORN	70	6	9	5	1	20	2	0	0	1	0	0	1	0	0	1	0	0	0	0	0
26 ADMINISTRATIVE SUPPORT	59	16	27	6	1	17	3	0	0	5	1	20	2	0	0	1	1	100	0	0	0
27 SKILLED CRAFT	7	4	57	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28 SERVICE - MAINTENANCE	13	9	69	4	3	75	2	1	50	0	0	0	0	0	0	0	0	0	0	0	0
<b>Totals</b>	<b>688</b>	<b>205</b>	<b>30</b>	<b>72</b>	<b>17</b>	<b>24</b>	<b>54</b>	<b>15</b>	<b>28</b>	<b>39</b>	<b>11</b>	<b>28</b>	<b>25</b>	<b>6</b>	<b>24</b>	<b>10</b>	<b>4</b>	<b>40</b>	<b>1</b>	<b>1</b>	<b>100</b>

Percentages are: Selected (Sel) as a percentage of Interviewed (Int).

Example: Looking at 40 - 44 in the OFFICIAL -ADMIN Job Group: 5 individuals between the ages of 40 and 44, interviewed for Official Admin jobs. 1 were selected. Dividing the amount selected by the amount interviewed (1/5) and multiplying by 100 yields a percentage of 20%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

Applicant Tracking

## Table IV-C, Promotional Certification Rates - Male Applied and Certified Gender/Race/Ethnicity

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%			
21 OFFICIAL - ADMIN	22	22	100	2	2	100	4	4	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
22 PROFESSIONAL	127	126	99	6	6	100	20	19	95	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
23 TECHNICAL	116	115	99	15	15	100	12	12	100	3	3	100	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
24 PUBLIC SAFETY	14	14	100	5	5	100	2	2	100	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
25 PUBLIC SAFETY/NON-SWORN	5	5	100	0	0	0	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
26 ADMINISTRATIVE SUPPORT	47	46	98	2	2	100	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
27 SKILLED CRAFT	11	9	82	1	0	0	5	5	100	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
28 SERVICE - MAINTENANCE	19	18	95	1	1	100	7	7	100	7	6	86	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
<b>Totals</b>	<b>361</b>	<b>355</b>	<b>98</b>	<b>32</b>	<b>31</b>	<b>97</b>	<b>53</b>	<b>52</b>	<b>98</b>	<b>12</b>	<b>11</b>	<b>92</b>	<b>3</b>	<b>3</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>									

Percentages are: certified(Cert) as a percentage of applied(Appl).

Example: Looking at A/nH in the TECHNICAL Job Group: 1 A/nH applied for Technical jobs. 1 were certified. Dividing the amount certified by the amount applied (1/1) and multiplying by 100 yields a percentage of 100%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

Applicant Tracking

## Table IV-C, Promotional Certification Rates - Female Applied and Certified Gender/Race/Ethnicity

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%			
21 OFFICIAL - ADMIN	22	22	100	8	8	100	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
22 PROFESSIONAL	127	126	99	22	22	100	29	29	100	3	3	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
23 TECHNICAL	116	115	99	7	7	100	28	27	96	2	2	100	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	100		
24 PUBLIC SAFETY	14	14	100	0	0	0	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
25 PUBLIC SAFETY/NON-SWORN	5	5	100	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
26 ADMINISTRATIVE SUPPORT	47	46	98	2	2	100	25	24	96	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	100			
27 SKILLED CRAFT	11	9	82	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
28 SERVICE - MAINTENANCE	19	18	95	0	0	0	1	1	100	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
<b>Totals</b>	<b>361</b>	<b>355</b>	<b>98</b>	<b>39</b>	<b>39</b>	<b>100</b>	<b>88</b>	<b>86</b>	<b>98</b>	<b>9</b>	<b>9</b>	<b>100</b>	<b>1</b>	<b>1</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>100</b>									

Percentages are: certified(Cert) as a percentage of applied(Appl).

Example: Looking at A/nH in the TECHNICAL Job Group: 1 A/nH applied for Technical jobs. 1 were certified. Dividing the amount certified by the amount applied (1/1) and multiplying by 100 yields a percentage of 100%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

### Table V-C, Promotional Interview Rates - Male Certified and Interviewed Gender/Race/Ethnicity

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			A/AN/nH			B/W/nH			A/AN/W/nH			A/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%			
21 OFFICIAL - ADMIN	22	12	55	2	0	0	4	2	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
22 PROFESSIONAL	126	74	59	6	4	67	19	13	68	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
23 TECHNICAL	115	50	43	15	9	60	12	8	67	3	3	100	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
24 PUBLIC SAFETY	14	1	7	5	1	20	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
25 PUBLIC SAFETY/NON-SWORN	5	1	20	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
26 ADMINISTRATIVE SUPPORT	46	34	74	2	1	50	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
27 SKILLED CRAFT	9	3	33	0	0	0	5	2	40	2	1	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
28 SERVICE - MAINTENANCE	18	7	39	1	1	100	7	2	29	6	1	17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
<b>Totals</b>	<b>355</b>	<b>182</b>	<b>51</b>	<b>31</b>	<b>16</b>	<b>52</b>	<b>52</b>	<b>27</b>	<b>52</b>	<b>11</b>	<b>5</b>	<b>45</b>	<b>3</b>	<b>1</b>	<b>33</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>										

Percentages are: Interviewed (Int) as a percentage of certified(Cert).

Example: Looking at B/nH in the OFFICIAL -ADMIN Job Group: 4 Males Certified for Official Admin jobs. 2 were interviewed. Dividing the amount interviewed by the amount certified (2/4) and multiplying by 100 yields a percentage of 50%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

### Table V-C, Promotional Interview Rates - Female Certified and Interviewed Gender/Race/Ethnicity

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%			
21 OFFICIAL - ADMIN	22	12	55	8	3	38	2	1	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
22 PROFESSIONAL	126	74	59	22	10	45	29	21	72	3	1	33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
23 TECHNICAL	115	50	43	7	1	14	27	9	33	2	1	50	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	100			
24 PUBLIC SAFETY	14	1	7	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
25 PUBLIC SAFETY/NON-SWORN	5	1	20	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
26 ADMINISTRATIVE SUPPORT	46	34	74	2	2	100	24	19	79	2	1	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	100				
27 SKILLED CRAFT	9	3	33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
28 SERVICE - MAINTENANCE	18	7	39	0	0	0	1	1	100	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
<b>Totals</b>	<b>355</b>	<b>182</b>	<b>51</b>	<b>39</b>	<b>16</b>	<b>41</b>	<b>86</b>	<b>51</b>	<b>59</b>	<b>9</b>	<b>5</b>	<b>56</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>100</b>											

Percentages are: Interviewed (Int) as a percentage of certified(Cert).

Example: Looking at B/nH in the OFFICIAL -ADMIN Job Group: 2 B/nH Certified for Official Admin jobs. 1 were interviewed. Dividing the amount interviewed by the amount certified (1/2) and multiplying by 100 yields a percentage of 50%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

### Table VI-C, Promotional Selection Rates - Male Interviewed and Selected Gender/Race/Ethnicity

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%			
21 OFFICIAL - ADMIN	12	3	25	0	0	0	2	1	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
22 PROFESSIONAL	74	21	28	4	1	25	13	5	38	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
23 TECHNICAL	50	16	32	9	4	44	8	4	50	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
24 PUBLIC SAFETY	1	1	100	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
25 PUBLIC SAFETY/NON-SWORN	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
26 ADMINISTRATIVE SUPPORT	34	7	21	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
27 SKILLED CRAFT	3	2	67	0	0	0	2	1	50	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
28 SERVICE - MAINTENANCE	7	5	71	1	1	100	2	2	100	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
<b>Totals</b>	<b>182</b>	<b>56</b>	<b>31</b>	<b>16</b>	<b>8</b>	<b>50</b>	<b>27</b>	<b>13</b>	<b>48</b>	<b>5</b>	<b>1</b>	<b>20</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>											

Percentages are: selected (Sel) as a percentage of interviewed (Int).

Example: Looking at B/nH in the PROFESSIONAL Job Group: 13 B/nH interviewed for Professional. 5 were selected. Dividing the amount selected by the amount interviewed (5/13) and multiplying by 100 yields a percentage of 38.4, rounded to 38%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

### Table VI-C, Promotional Selection Rates - Female Interviewed and Selected Gender/Race/Ethnicity

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH					
	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%			
21 OFFICIAL - ADMIN	12	3	25	3	1	33	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
22 PROFESSIONAL	74	21	28	10	3	30	21	7	33	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
27 TECHNICAL	50	16	32	1	1	100	9	2	22	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0
24 PUBLIC SAFETY	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
25 PUBLIC SAFETY/NON-SWORN	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
26 ADMINISTRATIVE SUPPORT	34	7	21	2	0	0	19	3	16	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	100
27 SKILLED CRAFT	3	2	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28 SERVICE - MAINTENANCE	7	5	71	0	0	0	1	0	0	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Totals</b>	<b>182</b>	<b>56</b>	<b>31</b>	<b>16</b>	<b>5</b>	<b>31</b>	<b>51</b>	<b>12</b>	<b>24</b>	<b>5</b>	<b>3</b>	<b>60</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>2</b>	<b>67</b>									

Percentages are: selected (Sel) as a percentage of interviewed (Int).

Example: Looking at B/nH in the PROFESSIONAL Job Group: 21 B/nH interviewed for Professional. 7 were selected. Dividing the amount selected by the amount interviewed (7/21) and multiplying by 100 yields a percentage of 33.33, rounded to 33%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

## Table IV-D, Promotional Certification Rates Applied and Certified Persons With Disabilities, Older Workers, & Vietnam Veterans

EEO Job Group	Overall			Disabled			40 and Older			Vietnam Veteran		
	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%
21 OFFICIAL - ADMIN	17	17	100	1	1	100	13	13	100	0	0	0
22 PROFESSIONAL	106	105	99	3	3	100	64	64	100	3	3	100
23 TECHNICAL	101	100	99	1	1	100	50	50	100	2	2	100
24 PUBLIC SAFETY	13	13	100	1	1	100	3	3	100	0	0	0
25 PUBLIC SAFETY/NON-SWORN	5	5	100	0	0	0	1	1	100	0	0	0
26 ADMINISTRATIVE SUPPORT	39	38	97	2	2	100	17	17	100	0	0	0
27 SKILLED CRAFT	10	8	80	0	0	0	4	3	75	0	0	0
28 SERVICE - MAINTENANCE	19	18	95	0	0	0	6	6	100	0	0	0
<b>Totals</b>	<b>310</b>	<b>304</b>	<b>98</b>	<b>8</b>	<b>8</b>	<b>100</b>	<b>158</b>	<b>157</b>	<b>99</b>	<b>5</b>	<b>5</b>	<b>100</b>

Percentages are: Interviewed  
Example: Looking at  
Dividing the

Percentages are: Selected(Sel) as a percentage of Interviewed(Int).

Example: Looking at People 40 and Older in the OFFICIAL -ADMIN Job Group: 13 people 40 and Older applied for Official Admin jobs, 13 was certified. Dividing the amount certified by the amount applied (13/13) and multiplying by 100 yields a percentage of 100%.

Totals presented reflect  
Sums for gender and/or

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

Applicant Tracking

**Table IV-E, Promotional Certification Rates  
Applied and Certified  
Age Bands**

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			40 - 44			45 - 49			50 - 54			55 - 59			60 - 64			65 and Older		
	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%
21 OFFICIAL - ADMIN	17	17	100	3	3	100	3	3	100	5	5	100	2	2	100	0	0	0	0	0	0
22 PROFESSIONAL	108	107	99	22	22	100	21	21	100	12	12	100	5	5	100	4	4	100	0	0	0
23 TECHNICAL	99	98	99	17	17	100	19	19	100	8	8	100	4	4	100	2	2	100	0	0	0
24 PUBLIC SAFETY	13	13	100	2	2	100	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0
25 PUBLIC SAFETY/NON-SWORN	4	4	100	1	1	100	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0
26 ADMINISTRATIVE SUPPORT	39	38	97	7	7	100	4	4	100	4	4	100	1	1	100	1	1	100	0	0	0
27 SKILLED CRAFT	10	8	80	2	2	100	2	1	50	0	0	0	0	0	0	0	0	0	0	0	0
28 SERVICE - MAINTENANCE	19	18	95	4	4	100	1	1	100	1	1	100	0	0	0	0	0	0	0	0	0
<b>Totals</b>	<b>309</b>	<b>303</b>	<b>98</b>	<b>58</b>	<b>58</b>	<b>100</b>	<b>51</b>	<b>50</b>	<b>98</b>	<b>31</b>	<b>31</b>	<b>100</b>	<b>12</b>	<b>12</b>	<b>100</b>	<b>7</b>	<b>7</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>

Percentages are: certified(Cert) as a percentage of applied(Appl).

Example: Looking at 45 - 49 in the OFFICIAL -ADMIN Job Group: 3 individuals between the ages of 45 and 49, applied for Official Admin jobs. 3 were certified. Dividing the amount certified by the amount applied (3/3) and multiplying by 100 yields a percentage of 100%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

Applicant Tracking

**Table V-E, Promotional Interview Rates  
Certified and Interviewed  
Age Bands**

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			40 - 44			45 - 49			50 - 54			55 - 59			60 - 64			65 and Older		
	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%
21 OFFICIAL - ADMIN	17	7	41	3	3	100	3	2	67	5	1	20	2	1	50	0	0	0	0	0	0
22 PROFESSIONAL	107	64	60	22	13	59	21	14	67	12	7	58	5	3	60	4	3	75	0	0	0
23 TECHNICAL	98	40	41	17	7	41	19	8	42	8	4	50	4	3	75	2	1	50	0	0	0
24 PUBLIC SAFETY	13	1	8	2	0	0	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0
25 PUBLIC SAFETY/NON-SWORN	4	0	0	1	1	100	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
26 ADMINISTRATIVE SUPPORT	38	27	71	7	4	57	4	3	75	4	4	100	1	1	100	1	1	100	0	0	0
27 SKILLED CRAFT	8	3	38	2	1	50	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28 SERVICE - MAINTENANCE	18	7	39	4	3	75	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0
<b>Totals</b>	<b>303</b>	<b>149</b>	<b>49</b>	<b>58</b>	<b>32</b>	<b>55</b>	<b>50</b>	<b>27</b>	<b>54</b>	<b>31</b>	<b>17</b>	<b>55</b>	<b>12</b>	<b>8</b>	<b>67</b>	<b>7</b>	<b>5</b>	<b>71</b>	<b>0</b>	<b>0</b>	<b>0</b>

Percentages are: Interviewed (Int) as a percentage of certified (Cert).

Example: Looking at 45 - 49 in the OFFICIAL -ADMIN Job Group: 3 individuals between the ages of 45 and 49, Certified for Official Admin jobs. 2 were interviewed. Dividing the amount interviewed by the amount certified (2/3) and multiplying by 100 yields a percentage of 66.67, rounded to 67%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

Applicant Tracking

Table VI-E, Promotional Selection Rates  
Interviewed and Selected  
Age Bands

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			40 - 44			45 - 49			50 - 54			55 - 59			60 - 64			65 and Older			
	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	
21 OFFICIAL - ADMIN	7	2	29	3	1	33	2	0	0	1	1	100	1	0	0	0	0	0	0	0	0	0
22 PROFESSIONAL	64	19	30	13	3	23	14	2	14	7	4	57	3	0	0	3	0	0	0	0	0	0
23 TECHNICAL	40	13	33	7	2	29	8	4	50	4	0	0	3	0	0	1	0	0	0	0	0	0
24 PUBLIC SAFETY	1	1	100	0	0	0	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0	0
25 PUBLIC SAFETY/NON-SWORN	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
26 ADMINISTRATIVE SUPPORT	27	6	22	4	0	0	3	0	0	4	1	25	1	0	0	1	0	0	0	0	0	0
27 SKILLED CRAFT	3	2	67	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28 SERVICE - MAINTENANCE	7	5	71	3	2	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Totals</b>	<b>149</b>	<b>48</b>	<b>32</b>	<b>32</b>	<b>10</b>	<b>31</b>	<b>27</b>	<b>6</b>	<b>22</b>	<b>17</b>	<b>7</b>	<b>41</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Percentages are: Selected (Sel) as a percentage of Interviewed (Int).

Example: Looking at 40 - 44 in the OFFICIAL -ADMIN Job Group 3 individual between the ages of 40 and 44, interviewed for an Official Admin job. 1 were selected. Dividing the amount selected by the amount interviewed (1/3) and multiplying by 100 yields a percentage of 33.33, rounded to 33%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.





**TABLE B**

**Gender/Race/Ethnicity  
Full-time Workforce Distribution  
All Departments - Public Safety Scale Only \*  
FY 2005**

City of Alexandria, Virginia  
Full-time Employees

As of June 17, 2005

Grade	Salary Range	Total	Total Female	Total Minority	W/nH		B/nH		His		A/nH		AI/AN/nH		B/W/nH		AI/AN/W/nH		AI/AN/B/nH		A/W/nH		NH/OP/nH		B2/nH	
					Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
18	63440.18 - 102612.8	# 1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
17	60417.14 - 97723.11	# 21	1	5	15	0	4	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	5	24	71	0	19	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
16	57546.02 - 93079.14	# 1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	54808.33 - 88651.03	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14	52197.27 - 84427.66	# 44	4	7	33	3	6	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	9	16	75	7	14	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13	49715.33 - 80413.23	# 1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12	47347.47 - 76583.25	# 80	16	15	47	13	10	2	4	1	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	20	19	59	16	13	3	5	1	3	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
11	45095.26 - 72940.37	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10	42951.77 - 69473.34	# 3	1	0	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	33	0	33	33	0	0	33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9	40903.29 - 66159.96	# 109	13	24	73	8	16	4	3	1	3	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	12	22	67	7	15	4	3	1	3	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
8	38957.90 - 63013.35	# 211	39	62	117	22	39	14	8	2	7	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0
		%	18	29	55	10	18	7	4	1	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7	37099.49 - 60007.41	# 205	50	94	83	15	56	30	8	5	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	24	46	40	7	27	15	4	2	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6	35337.69 - 57157.76	# 8	3	1	4	1	1	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	38	13	50	13	13	0	0	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5	33639.13 - 54410.39	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4	32120.50 - 51954.06	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	30674.78 - 49615.64	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	29291.77 - 47378.67	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1	28063.31 - 45391.67	# 0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTALS:</b>		# 684	127	208	376	63	132	52	26	11	20	0	3	1	0	0	0	0	0	0	0	0	0	0	0	0
		% 19	30	30	55	9	19	8	4	2	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

The following position included in this table is one that is not appointed by the City Manager: Undersheriff  
 This table does not include the following position: Sheriff

**TABLE C**

**Age Bands/Pay Grades  
Full-time Workforce Distribution  
All Departments - General Scale Only \*  
FY2005**

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

Grade	Salary Range	Total:	< 20:	20 - 24:	25 - 29:	30 - 34:	35 - 39:	40 - 44:	45 - 49:	50 - 54:	55 - 59:	60 - 64:	65 - 69:	70 UP:
32	84775.19 - 137121.6	# 0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	0	0	0	1	0	1	3	2	0	0
31	80738.1 - 130591.72	# 7	0	0	0	0	0	14	0	14	43	29	0	0
		%	0	0	0	0	0	1	1	2	2	3	0	0
30	76898.7 - 124381.6	# 9	0	0	0	0	0	11	11	22	22	33	0	0
		%	0	0	0	0	0	0	3	1	2	0	1	1
29	73240.61 - 118464.71	# 8	0	0	0	0	0	0	38	13	25	0	13	13
		%	0	0	0	0	0	1	5	3	5	2	0	0
28	69750.37 - 112819.37	# 17	0	0	0	0	6	6	29	18	29	12	0	0
		%	0	0	0	0	4	3	2	1	5	1	0	0
27	66428.95 - 107447.07	# 16	0	0	0	0	4	3	13	6	31	6	0	0
		%	0	0	0	0	25	19	3	2	0	1	0	0
26	63440.18 - 102612.8	# 7	0	0	0	0	1	0	43	29	0	14	0	0
		%	0	0	0	0	14	0	5	5	2	2	1	0
25	60417.14 - 97723.11	# 16	0	0	0	0	1	0	31	31	13	13	6	0
		%	0	0	0	0	6	0	31	13	10	8	0	0
24	57546.02 - 93079.14	# 61	0	0	2	4	3	8	13	21	16	13	0	0
		%	0	0	0	7	5	13	21	21	16	13	0	0
23	54808.33 - 88651.03	# 13	0	0	0	1	2	4	3	8	8	8	0	0
		%	0	0	0	8	15	31	23	8	9	0	1	1
22	52197.27 - 84427.66	# 48	0	0	0	3	7	8	12	7	19	0	2	2
		%	0	0	0	6	15	17	25	15	19	5	3	0
21	49715.33 - 80413.23	# 94	0	0	8	11	14	13	13	15	13	5	3	0
		%	0	0	0	12	15	14	14	16	13	5	3	0
20	47347.47 - 76583.25	# 91	0	0	5	13	8	13	18	18	8	7	3	0
		%	0	0	0	14	9	14	20	20	8	9	6	1
19	45095.26 - 72940.37	# 106	0	0	6	16	15	4	12	18	19	8	6	1
		%	0	0	0	15	14	4	11	17	18	8	6	0
18	42951.77 - 69473.34	# 33	0	0	2	7	9	3	5	4	1	2	0	0
		%	0	0	0	21	27	9	15	12	3	6	0	0
17	40903.29 - 66159.96	# 99	0	0	8	11	8	15	12	15	19	11	0	0
		%	0	0	0	11	8	15	12	15	19	11	0	0
16	38957.9 - 63013.35	# 56	0	0	1	7	6	13	11	9	6	2	1	0
		%	0	0	0	13	11	23	20	16	11	4	2	0
15	37099.49 - 60007.41	# 64	0	1	4	6	11	9	9	5	11	7	1	0
		%	0	2	2	9	17	14	14	8	17	11	2	0

Grade	Salary Range		Total:	< 20:	20 - 24:	25 - 29:	30 - 34:	35 - 39:	40 - 44:	45 - 49:	50 - 54:	55 - 59:	60 - 64:	65 - 69:	70 UP:
14	35337.69 - 57157.76	#	72	0	1	12	7	6	7	9	14	11	4	1	0
		%		0	1	1	10	8	10	13	19	15	6	1	0
13	33639.13 - 54410.39	#	136	0	2	16	11	18	20	19	25	16	6	2	1
		%		0	1	1	8	13	15	14	18	12	4	1	1
12	32120.5 - 51954.06	#	68	0	2	6	5	11	8	10	13	7	4	2	0
		%		0	3	3	7	16	12	15	19	10	6	3	0
11	30674.78 - 49615.64	#	64	0	0	7	6	9	8	11	10	7	3	3	0
		%		0	0	0	9	14	13	17	16	11	5	5	0
10	29291.77 - 47378.67	#	81	0	0	6	16	9	9	11	13	10	4	3	0
		%		0	0	0	20	11	11	14	16	12	5	4	0
9	28063.31 - 45391.67	#	50	0	0	0	1	6	11	14	7	5	3	2	0
		%		0	0	0	2	12	22	28	14	10	6	4	2
8	26723.28 - 43224.19	#	27	0	3	0	5	2	2	6	4	1	2	2	0
		%		0	11	11	19	7	7	22	15	4	7	7	0
7	25532.06 - 41297.41	#	85	1	5	9	13	12	9	13	4	11	6	1	1
		%		1	6	6	15	14	11	15	5	13	7	1	1
6	24396.31 - 39460.4	#	26	0	0	5	6	1	3	8	2	1	0	0	0
		%		0	0	0	23	4	12	31	8	4	0	0	0
5	24494.25 - 37732.21	#	26	0	2	2	3	3	5	5	5	1	0	0	0
		%		0	8	8	12	12	19	19	19	4	0	0	0
4	24586.8 - 36071.19	#	9	0	1	2	0	2	2	2	0	0	0	0	0
		%		0	11	11	0	22	22	22	0	0	0	0	0
3	24676.2 - 34478.43	#	17	0	1	1	3	3	4	2	2	1	0	0	0
		%		0	6	6	18	18	24	12	12	6	0	0	0
2	24760.75 - 32949.11	#	22	0	0	0	1	2	4	5	3	4	2	0	5
		%		0	0	0	5	9	18	23	14	18	9	0	0
1	23699.2 - 31536.51	#	0	0	0	0	0	0	0	0	0	0	0	0	0
		%		0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTALS</b>		#	1428	1	18	102	156	174	188	242	222	189	96	33	7
		%		0	1	7	11	12	13	17	16	13	7	2	0

# TABLE D

## Full-time Workforce Distribution All Departments - Public Safety Scale Only \* FY2005

As of June 17, 2005

Grade	Salary Range	Total:	< 20:	20 - 24:	25 - 29:	30 - 34:	35 - 39:	40 - 44:	45 - 49:	50 - 54:	55 - 59:	60 - 64:	65 - 69:	70 UP:
18	63440.18 - 102812.8	# 1	0	0	0	0	0	0	0	0	1	0	0	0
		%	0	0	0	0	0	0	0	0	100	0	0	0
17	60417.14 - 97723.11	# 21	0	0	0	0	1	7	4	4	4	1	0	0
		%	0	0	0	0	5	33	19	19	19	5	0	0
16	57546.02 - 93079.14	# 1	0	0	0	0	0	0	0	0	1	0	0	0
		%	0	0	0	0	0	0	0	0	100	0	0	0
15	54808.33 - 88651.03	# 0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	0	0	0	0	0	0	0	0	0	0
14	52197.27 - 84427.66	# 44	0	0	0	0	5	13	14	8	4	0	0	0
		%	0	0	0	0	11	30	32	18	9	0	0	0
13	49715.33 - 80413.23	# 1	0	0	0	0	0	0	0	1	0	0	0	0
		%	0	0	0	0	0	0	0	100	0	0	0	0
12	47347.47 - 76583.25	# 80	0	0	0	6	11	17	27	12	6	1	0	0
		%	0	0	0	8	14	21	34	15	8	1	0	0
11	45095.26 - 72940.37	# 0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	0	0	0	0	0	0	0	0	0	0
10	42951.77 - 69473.34	# 3	0	0	0	0	0	2	0	0	1	0	0	0
		%	0	0	0	0	0	67	0	0	33	0	0	0
9	40903.29 - 66159.96	# 109	0	0	0	0	15	32	28	23	9	1	0	0
		%	0	0	0	0	14	29	26	21	8	1	0	0
8	38957.90 - 63013.35	# 211	0	2	13	39	61	56	17	18	5	0	0	0
		%	0	1	11	18	29	27	8	9	2	0	0	0
7	37099.49 - 60007.41	# 205	0	19	52	47	48	23	13	1	1	1	0	0
		%	0	9	25	23	23	11	6	0	0	0	0	0
6	35337.69 - 57157.76	# 8	0	1	1	3	2	0	1	0	0	0	0	0
		%	0	13	13	38	25	0	13	0	0	0	0	0
5	33639.13 - 54410.39	# 0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	0	0	0	0	0	0	0	0	0	0
4	32120.50 - 51954.06	# 0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	0	0	0	0	0	0	0	0	0	0
3	30674.78 - 49615.64	# 0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	0	0	0	0	0	0	0	0	0	0
2	29291.77 - 47378.67	# 0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	0	0	0	0	0	0	0	0	0	0
1	28063.31 - 45391.67	# 0	0	0	0	0	0	0	0	0	0	0	0	0
		%	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTALS</b>		# 684	0	22	66	95	143	150	104	67	32	4	0	0
		%	0	3	10	14	21	22	15	10	5	1	0	0

## **APPENDIX A**

## About This Report

---

In accordance with federal guidelines, positions in the City's work force are combined into eight EEO job groups based upon skill, wages, and level of responsibility. The job groups are: Officials and Managers, Professional, Technical, Protective Service: Sworn, Protective Service: Non-Sworn, Administrative Support, Skilled Craft, and Service/Maintenance. A complete list of every position within each job group appears in Appendix A. However, the following gives a brief overview of the types of positions which can be found in each job group.

### Description of Job Groups

**Officials and Managers:** This job group includes department heads and division chiefs who exercise managerial responsibility and authority over City divisions and departments.

**Professional:** The Professional job group includes positions that require specialized and theoretical knowledge which is usually acquired through college training or specialized work experience.

**Technical:** This job group includes positions that require a combination of scientific or technical knowledge and training, and manual skill, which can be acquired through specialized education or through equivalent on-the-job training.

**Protective Service - Sworn Job:** This job group includes sworn officers entrusted with public safety, security, and protection, such as police officers, fire fighters, and deputy sheriffs.

**Protective Service - Non-Sworn:** This job group includes positions in which employees perform some of the duties of a professional or technician in a supportive role, which usually requires less formal training and/or experience than is required for professional or technical positions. For example, this job group includes parking and tag enforcement officer positions.

**Administrative Support:** This job group includes positions in which employees perform internal and external communication functions required for the effective operation of an office, such as clerk typists, administrative secretaries, account clerks, and data entry operators.

**Skilled Craft:** This job group includes positions that require special manual skills and a knowledge of the processes involved in specific types of work, which is acquired through on-the-job training or through apprenticeship training programs. It includes positions such as equipment operators, mechanics, and traffic signal service workers.

X

**Service/Maintenance:** This job group includes positions in which employees contribute to the upkeep and care of public property and the comfort and safety of the general public. Examples of positions included in this job group are custodians, maintenance workers, laborers, and refuse collectors.

### Methodology

The affirmative action utilization analysis statistics are developed each year using the following five-step process, which is based on the guidelines established by the United States Department of Labor's Office of Federal Contract Compliance Programs.

- ▶ City positions are combined into eight EEO job groups. The jobs within a particular job group have similar work content, wage rates, and levels of responsibility.

- ▶ The City computes the representation of minorities and females in each of the City's job groups as of the end of each fiscal year (June 30), and compares this representation with the availability of qualified minorities and females in the labor market within the Washington, D.C., PMSA, which includes the District of Columbia, Maryland, Virginia and West Virginia. The last full pay period ended on June 25, 2005, and the tables for this report were run the next day.
  
- ▶ The statistical data indicating the availability of qualified minorities and females are based on the 2000 census data provided by the Census Bureau.
  
- ▶ Areas of underutilization are identified in those particular job groups where the female or minority representation in the workforce is less than the availability of qualified minorities or females in those job groups in the metropolitan area; and
  
- ▶ Targeted employment outreach efforts are made in recruiting for vacancies in those job groups where minorities or females are underutilized.

## **APPENDIX B**

## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### CIRCUIT COURT JUDGES

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	0	0	42	0	0	0	7.4	0	0	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0	0.7	0	0					
22 PROFESSIONAL	11	3	35.8	4	-1	0	6.7	1	-1	1	1.8	0	1	1	4.8	1	0	0	0.1	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0.6	0	0					
23 TECHNICAL	2	2	28.2	1	1	0	10.6	0	0	0	2.4	0	0	0	3.3	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0				
24 PUBLIC SAFETY	0	0	41.8	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.2	0	0	0	0.8	0	0				
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.8	0	0	0	0.3	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0.3	0	0						
26 ADMINISTRATIVE SUPPORT	0	0	18.3	0	0	0	9.1	0	0	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.6	0	0					
27 SKILLED CRAFT	0	0	63	0	0	0	18.3	0	0	0	18.1	0	0	0	3.8	0	0	0	0.4	0	0	0	0.1	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0	0	0.9	0	0				
28 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	1	0	0				
	13	5				0				1			1					0				0				0				0				0			0								

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### CIRCUIT COURT JUDGES

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
01 OFFICIAL - ADMIN	0	0	28.2	0	0	0	9.6	0	0	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.6	0	0				
02 PROFESSIONAL	11	5	32.9	4	1	0	10.4	1	-1	0	1.9	0	0	1	3.5	0	1	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.6	0	0				
03 TECHNICAL	2	0	28.4	1	-1	0	17.8	0	0	0	2.4	0	0	0	4.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.8	0	0				
04 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0				
05 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0.8	0	0	0	0.3	0	0				
06 ADMINISTRATIVE SUPPORT	0	0	38.9	0	0	0	21	0	0	0	3.8	0	0	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.8	0	0				
07 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0					
08 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0.8	0	0				
	13	5				0				0				1				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### CITIZENS ASSISTANCE

CEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
1 OFFICIAL - ADMIN	2	0	42	1	-1	0	7.4	0	0	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0	0.7	0	0
2 PROFESSIONAL	2	0	35.8	1	-1	1	6.7	0	-1	0	1.8	0	0	0	4.8	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0	0.6	0	0			
3 TECHNICAL	0	0	28.2	0	0	0	10.6	0	0	0	2.4	0	0	0	3.3	0	0	0	0.2	0	0	0	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.7	0	0
4 PUBLIC SAFETY	0	0	41.6	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0	0	0	0	0.2	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0.8	0	0			
5 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0					
6 ADMINISTRATIVE SUPPORT	2	0	18.3	0	0	0	9.1	0	0	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.6	0	0			
7 SKILLED CRAFT	0	0	53	0	0	0	18.3	0	0	0	16.1	0	0	0	3.6	0	0	0	0.4	0	0	0	0	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0	0	0	0.9	0	0			
8 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	1	0	0			
	6	0				1				0				0				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### CITIZENS ASSISTANCE

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	2	1	29.2	1	0	1	9.6	0	1	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
22 PROFESSIONAL	2	0	32.9	1	-1	1	10.4	0	1	0	1.9	0	0	0	3.5	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.5	0	0				
23 TECHNICAL	0	0	28.4	0	0	0	17.8	0	0	0	2.4	0	0	0	4.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.1	0	0	0	0.8	0	0
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0			
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	16.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0.8	0	0	0	0.3	0	0	0			
26 ADMINISTRATIVE SUPPORT	2	0	36.9	1	-1	1	21	0	1	1	3.8	0	1	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.8	0	0	0			
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0	0			
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0.2	0	0	0	0	0.8	0	0	0			
	6	1				3				1				0				0				0				0				0				0				0				0			

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### CITY ATTORNEY

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH								
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																									
21 OFFICIAL - ADMIN	1	0	42	0	0	0	7.4	0	0	1	2.4	0	1	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0	0.7	0	0			
22 PROFESSIONAL	10	4	35.8	4	0	0	6.7	1	-1	0	1.8	0	0	0	4.8	0	0	0	0.1	0	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.2	0	0	0	0	0.6	0	0
23 TECHNICAL	1	0	28.2	0	0	0	10.6	0	0	0	2.4	0	0	0	3.3	0	0	0	0.2	0	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0	0	0.7	0	0	
24 PUBLIC SAFETY	0	0	41.6	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.8	0	0				
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0	0	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0					
26 ADMINISTRATIVE SUPPORT	2	0	18.3	0	0	0	9.1	0	0	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.2	0	0	0	0.6	0	0	
27 SKILLED CRAFT	0	0	53	0	0	0	18.3	0	0	0	16.1	0	0	0	3.6	0	0	0	0.4	0	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0	0	0.9	0	0	
28 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.2	0	0	0	1	0	0
	14	4			0					1			0				0																																	

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### CITY ATTORNEY

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	1	0	29.2	0	0	0	9.6	0	0	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
22 PROFESSIONAL	10	4	32.9	3	1	2	10.4	1	1	0	1.9	0	0	0	3.5	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.6	0	0				
23 TECHNICAL	1	1	25.4	0	1	0	17.8	0	0	0	2.4	0	0	0	4.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.1	0	0	0	0.8	0	0
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0				
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0.6	0	0	0	0.3	0	0				
26 ADMINISTRATIVE SUPPORT	2	1	36.9	1	0	1	21	0	1	0	3.8	0	0	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.8	0	0				
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0					
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0.8	0	0					
	14	6				3				0				0				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec





## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### CLERK OF COURT

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	1	1	42	0	1	0	7.4	0	0	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0.7	0	0					
22 PROFESSIONAL	3	2	35.8	1	-1	0	6.7	0	0	0	1.8	0	0	0	4.8	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0	0.6	0	0								
23 TECHNICAL	3	0	28.2	1	-1	0	10.6	0	0	0	2.4	0	0	1	3.3	0	-1	0	0.2	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0.7	0	0				
24 PUBLIC SAFETY	0	0	41.8	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0.8	0	0						
25 PUBLIC SAFETY/NON-SWORN	0	0	28.9	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0							
26 ADMINISTRATIVE SUPPORT	18	4	18.3	3	-1	0	9.1	2	-2	1	2	0	1	1	2.3	0	1	0	0.1	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.6	0	0						
27 SKILLED CRAFT	0	0	53	0	0	0	18.3	0	0	0	16.1	0	0	0	3.6	0	0	0	0.4	0	0	0	0	0.1	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0	0.9	0	0				
28 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	1	0	0						
	25	7				0				1				2				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### CLERK OF COURT

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	1	0	29.2	0	0	0	9.6	0	0	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
22 PROFESSIONAL	3	1	32.9	1	0	0	10.4	0	0	0	1.9	0	0	0	3.5	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.2	0	0	0	0.5	0	0			
23 TECHNICAL	3	2	28.4	1	1	0	17.8	1	-1	0	2.4	0	0	0	4.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.1	0	0	0	0.8	0	0
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0.2	0	0			
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.8	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.6	0	0	0	0	0.6	0	0	0	0.3	0	0			
26 ADMINISTRATIVE SUPPORT	18	5	36.9	7	-2	5	21	4	1	1	3.8	1	0	1	3.8	1	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.2	0	0			
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0				
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0.8	0	0			
	25	8				5				1				1				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### COMMONWEALTH ATTORNEY

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	2	1	42	1	0	0	7.4	0	0	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0	0.7	0	0	
22 PROFESSIONAL	14	5	35.8	5	0	0	6.7	1	-1	0	1.5	0	0	0	4.8	1	-1	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0.2	0	0	0	0	0	0	0.6	0	0			
23 TECHNICAL	5	0	28.2	1	-1	0	10.6	1	-1	0	2.4	0	0	0	3.3	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.7	0	0
24 PUBLIC SAFETY	0	0	41.6	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0	0.8	0	0		
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0			
26 ADMINISTRATIVE SUPPORT	7	0	18.3	1	-1	0	8.1	1	-1	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0.6	0	0		
27 SKILLED CRAFT	0	0	63	0	0	0	18.3	0	0	0	18.1	0	0	0	3.6	0	0	0	0.4	0	0	0	0.1	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0	0	0	0	0.9	0	0		
28 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	1	0	0		
	28	6				0				0				0				0				0				0				0				0				0			0				

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### COMMONWEALTH ATTORNEY

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH				
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																					
21 OFFICIAL - ADMIN	2	1	28.2	1	0	0	8.8	0	0	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0					
22 PROFESSIONAL	14	7	32.9	5	2	1	10.4	1	0	1	1.9	0	1	0	3.5	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.2	0	0	0	0.5	0	0				
23 TECHNICAL	5	4	28.4	1	3	0	17.8	1	-1	1	2.4	0	1	0	4.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.1	0	0	0	0.8	0	0	
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0				
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0	0.8	0	0	0	0.3	0	0	0			
26 ADMINISTRATIVE SUPPORT	7	5	36.8	3	2	2	21	1	1	0	3.8	0	0	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.2	0	0	0	0.8	0	0
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0	0				
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.8	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0.8	0	0	0			
	28	17				3				2				0				0				0				0				0				0				0				0				

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### FINANCE

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																
21 OFFICIAL - ADMIN	5	3	42	2	1	0	7.4	0	0	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0	0.7	0	0
22 PROFESSIONAL	25	4	38.8	9	-5	2	8.7	2	0	1	1.8	0	1	2	4.8	1	1	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0	0.8	0	0		
23 TECHNICAL	21	3	28.2	6	-3	3	10.6	2	1	0	2.4	1	-1	1	3.3	1	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.7	0	0
24 PUBLIC SAFETY	0	0	41.6	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0	0.8	0	0		
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0.3	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0			
26 ADMINISTRATIVE SUPPORT	26	1	18.3	5	-4	0	9.1	2	-2	0	2	1	-1	0	2.3	1	-1	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0.6	0	0		
27 SKILLED CRAFT	0	0	63	0	0	0	18.3	0	0	0	16.1	0	0	0	3.6	0	0	0	0.4	0	0	0	0.1	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0	0	0	0.9	0	0			
28 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	1	0	0			
	78	11				5				1				3				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### FINANCE

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	6	1	29.2	1	0	1	9.8	0	1	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0.6	0	0					
22 PROFESSIONAL	25	6	32.9	8	-2	7	10.4	3	4	1	1.9	0	1	2	3.6	1	1	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.5	0	0					
23 TECHNICAL	22	3	28.4	6	-3	12	17.8	4	8	0	2.4	1	-1	0	4.1	1	-1	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.8	0	0					
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0.2	0	0					
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	16.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0	0	0	0.3	0	0					
26 ADMINISTRATIVE SUPPORT	26	5	36.9	10	-5	18	21	5	13	2	3.8	1	1	0	3.8	1	-1	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.8	0	0					
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0						
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0.8	0	0					
	78	15				38				3				2				0				0				0				0				0			0								

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### FIRE

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH					
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																						
21 OFFICIAL - ADMIN	15	11	42	6	6	3	7.4	1	2	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0	0.7	0	0
22 PROFESSIONAL	44	31	36.8	16	15	3	6.7	3	0	1	1.8	1	0	2	4.8	2	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.8	0	0			
23 TECHNICAL	140	76	28.2	39	36	12	10.6	15	-3	4	2.4	3	1	5	3.3	5	0	0	0.2	0	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0	0	0.7	1	-1	
24 PUBLIC SAFETY	97	66	41.6	40	26	23	29.9	28	-6	2	2.6	3	-1	0	1.2	1	-1	0	0.3	0	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.8	1	-1			
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0	0	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0				
26 ADMINISTRATIVE SUPPORT	3	0	18.3	1	-1	0	9.1	0	0	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0	0	0.6	0	0				
27 SKILLED CRAFT	3	3	53	2	1	0	18.3	1	-1	0	18.1	0	0	0	3.6	0	0	0	0.4	0	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0	0	0.9	0	0				
28 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0				
	302	185				41				7				7				0								0																					

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### FIRE

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	16	1	29.2	4	-3	0	9.6	1	-1	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
22 PROFESSIONAL	44	4	32.9	14	-10	2	10.4	5	-3	1	1.9	1	0	0	3.5	2	-2	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.5	0	0					
23 TECHNICAL	140	31	28.4	40	-9	10	17.8	25	-15	3	2.4	3	0	1	4.1	6	-5	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.1	0	0	0	0.8	1	-1
24 PUBLIC SAFETY	97	6	8.8	9	-3	1	12.4	12	-11	0	0.8	1	-1	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0				
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.8	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0	0	0	0	0.3	0	0				
26 ADMINISTRATIVE SUPPORT	3	2	38.9	1	1	1	21	1	0	0	3.8	0	0	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0				
27 SKILLED CRAFT	3	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0					
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0	0	0.2	0	0	0	0.8	0	0			
	302	44				14				4				1				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### GENERAL SERVICES

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	7	5	42	3	2	2	7.4	1	1	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0	0	0.7	0	0				
22 PROFESSIONAL	6	2	35.8	2	0	0	6.7	0	0	0	1.8	0	0	1	4.8	0	1	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0.6	0	0					
23 TECHNICAL	29	16	28.2	8	8	8	10.8	3	5	2	2.4	1	1	1	3.3	1	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.7	0	0				
24 PUBLIC SAFETY	0	0	41.6	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0	0	0.8	0	0					
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0.3	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0.3	0	0						
26 ADMINISTRATIVE SUPPORT	9	4	18.3	2	2	2	9.1	1	1	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.6	0	0					
27 SKILLED CRAFT	14	2	53	7	-5	8	18.3	3	5	1	16.1	2	-1	2	3.6	1	1	0	0.4	0	0	0	0.1	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0	0	0.9	0	0				
28 SERVICE - MAINTENANCE	5	0	21.2	1	-1	4	17.8	1	3	1	10.4	1	0	0	3.5	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	1	0	0					
	70	29				24				4				4				0				0				0				0				0			0								

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### GENERAL SERVICES

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	7	0	28.2	2	-2	0	9.6	1	-1	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
22 PROFESSIONAL	6	0	32.9	2	-2	3	10.4	1	2	0	1.9	0	0	0	3.5	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.2	0	0	0	0.5	0	0			
23 TECHNICAL	29	1	28.4	8	-7	1	17.8	5	-4	0	2.4	1	-1	0	4.1	1	-1	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.1	0	0	0	0.9	0	0
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0			
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0	0.8	0	0	0	0.3	0	0			
26 ADMINISTRATIVE SUPPORT	9	1	38.9	3	-2	2	21	2	0	0	3.8	0	0	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.2	0	0			
27 SKILLED CRAFT	14	1	3.2	0	1	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0				
28 SERVICE - MAINTENANCE	5	0	18.4	1	-1	0	12.7	1	-1	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0.2	0	0	0	0.8	0	0		
	70	3				6				0				0				0				0				0				0				0				0			0				

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### HEALTH

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	1	1	42	0	1	0	7.4	0	0	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.7	0	0		
22 PROFESSIONAL	2	0	35.8	1	-1	0	8.7	0	0	0	1.8	0	0	0	4.8	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0.2	0	0	0	0	0	0.6	0	0				
23 TECHNICAL	2	0	28.2	1	-1	0	10.6	0	0	0	2.4	0	0	0	3.3	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.7	0	0
24 PUBLIC SAFETY	0	0	41.6	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0.8	0	0			
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0.3	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0				
26 ADMINISTRATIVE SUPPORT	2	0	18.3	0	0	0	8.1	0	0	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.6	0	0			
27 SKILLED CRAFT	0	0	53	0	0	0	18.3	0	0	0	18.1	0	0	0	3.6	0	0	0	0.4	0	0	0	0.1	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0	0	0	0.9	0	0			
28 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.6	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	1	0	0			
	7	1				0				0				0				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### HEALTH

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	1	0	29.2	0	0	0	9.6	0	0	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
22 PROFESSIONAL	2	1	32.9	1	0	0	10.4	0	0	0	1.9	0	0	1	3.5	0	1	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0	0.5	0	0				
23 TECHNICAL	2	1	28.4	1	0	1	17.8	0	1	0	2.4	0	0	0	4.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.1	0	0	0	0.6	0	0
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0.2	0	0	
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	16.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0	0	0	0	0	0	0	0.3	0	0	
26 ADMINISTRATIVE SUPPORT	2	1	35.9	1	0	0	21	0	0	1	3.8	0	1	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.8	0	0	
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0		
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0.8	0	0	
	7	3				1				1				1				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### HISTORIC ALEXANDRIA

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH				
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																					
21 OFFICIAL - ADMIN	6	1	42	3	-2	1	7.4	0	1	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0	0.7	0	0	
22 PROFESSIONAL	7	2	36.8	3	-1	0	6.7	0	0	0	1.8	0	0	0	4.8	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0.6	0	0			
23 TECHNICAL	1	1	28.2	0	1	0	10.6	0	0	0	2.4	0	0	0	3.3	0	0	0	0.2	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0.7	0	0		
24 PUBLIC SAFETY	0	0	41.6	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0	0.6	0	0		
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0			
26 ADMINISTRATIVE SUPPORT	0	0	18.3	0	0	0	9.1	0	0	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0.6	0	0		
27 SKILLED CRAFT	0	0	63	0	0	0	18.3	0	0	0	16.1	0	0	0	3.6	0	0	0	0.4	0	0	0	0	0	0	0	0.1	0	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0	0	0.9	0	0
28 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	1	0	0
	14	4				1				0				0				0								0					0				0				0				0			

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Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### HISTORIC ALEXANDRIA

EEO Job Group	Total	W/nH				B/nH				His				A/nH				A/AN/nH				B/W/nH				A/AN/W/nH				A/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH				
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																					
21 OFFICIAL - ADMIN	6	4	29.2	2	2	0	9.8	1	-1	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0					
22 PROFESSIONAL	7	4	32.9	2	2	1	10.4	1	0	0	1.9	0	0	0	3.5	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.5	0	0						
23 TECHNICAL	1	0	28.4	0	0	0	17.8	0	0	0	2.4	0	0	0	4.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.1	0	0	0	0.8	0	0	
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0.2	0	0		
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0	0	0	0	0	0	0	0.3	0	0		
26 ADMINISTRATIVE SUPPORT	0	0	36.9	0	0	0	21	0	0	0	3.8	0	0	0	3.5	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0	0	0.8	0	0
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0		
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0	0	0	0	0	0.8	0	0	
	14	8				1				0				0				0				0				0				0				0				0				0				

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec





## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### HOUSING

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	3	1	29.2	1	0	1	9.6	0	1	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
22 PROFESSIONAL	7	0	32.9	2	-2	1	10.4	1	0	0	1.9	0	0	0	3.5	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.5	0	0				
23 TECHNICAL	2	1	28.4	1	0	0	17.8	0	0	0	2.4	0	0	0	4.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.1	0	0	0	0.8	0	0
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0			
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0.8	0	0	0	0.3	0	0	0			
26 ADMINISTRATIVE SUPPORT	5	0	36.9	2	-2	4	21	1	3	0	3.8	0	0	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.8	0	0	0			
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0	0				
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0.2	0	0	0	0.8	0	0	0			
	17	2				6				0				0				0				0				0				0				0				0			0				

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees

As of June 17, 2005

### HUMAN RIGHTS

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	2	0	42	1	-1	1	7.4	0	1	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0.7	0	0					
22 PROFESSIONAL	2	0	38.8	1	-1	0	6.7	0	0	0	1.6	0	0	0	4.8	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0	0	0	0.6	0	0						
23 TECHNICAL	0	0	28.2	0	0	0	10.6	0	0	0	2.4	0	0	0	3.3	0	0	0	0.2	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.7	0	0			
24 PUBLIC SAFETY	0	0	41.6	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0.6	0	0						
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0							
26 ADMINISTRATIVE SUPPORT	1	0	18.3	0	0	0	8.1	0	0	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.6	0	0						
27 SKILLED CRAFT	0	0	53	0	0	0	18.3	0	0	0	16.1	0	0	0	3.6	0	0	0	0.4	0	0	0	0	0.1	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0							
28 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0							
	5	0				1				0				0				0				0				0				0				0			0								

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### HUMAN RIGHTS

EEO Job Group	Total	W/nH				B/nH				His				A/nH				A/AN/nH				B/W/nH				A/AN/W/nH				A/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	2	1	29.2	1	0	0	9.8	0	0	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0.5	0	0					
22 PROFESSIONAL	2	1	32.9	1	0	0	10.4	0	0	0	1.9	0	0	1	3.5	0	1	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.5	0	0					
23 TECHNICAL	0	0	28.4	0	0	0	17.8	0	0	0	2.4	0	0	0	4.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.8	0	0				
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0.2	0	0					
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0	0	0	0.3	0	0					
26 ADMINISTRATIVE SUPPORT	1	0	38.9	0	0	0	21	0	0	1	3.8	0	1	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.8	0	0				
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0						
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0.8	0	0					
	5	2				0				1			1					0				0				0				0				0			0								

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



# Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

## HUMAN SERVICES

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH				
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																					
21 OFFICIAL - ADMIN	13	2	42	5	-3	3	7.4	1	2	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0	0	0.7	0	0
22 PROFESSIONAL	102	8	35.8	37	-29	9	8.7	7	2	1	1.8	2	-1	0	4.8	6	-6	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0	0.8	1	-1			
23 TECHNICAL	70	7	28.2	20	-13	5	10.6	7	-2	5	2.4	2	3	0	3.3	2	-2	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.7	0	0	
24 PUBLIC SAFETY	0	0	41.8	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0	0	0.8	0	0		
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.8	0	0	0	0.3	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0			
26 ADMINISTRATIVE SUPPORT	28	0	18.3	5	-5	1	9.1	2	-1	1	2	1	0	0	2.3	1	-1	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.8	0	0		
27 SKILLED CRAFT	0	0	53	0	0	0	18.3	0	0	0	18.1	0	0	0	3.8	0	0	0	0.4	0	0	0	0.1	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0	0	0	0	0	0.8	0	0		
28 SERVICE - MAINTENANCE	3	0	21.2	1	-1	1	17.8	1	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	1	0	0		
	214	17				19				7				0				0				0				0				0				0				0				0				

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### HUMAN SERVICES

DEPT	JOB Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
			Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																
1	OFFICIAL - ADMIN	13	6	29.2	4	-2	2	9.6	1	1	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
2	PROFESSIONAL	102	44	32.9	34	-10	29	10.4	11	18	10	1.9	2	8	1	3.5	4	-3	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.0	0	0	0	0.5	1	-1				
3	TECHNICAL	70	12	28.4	20	-8	27	17.8	12	15	13	2.4	2	11	1	4.1	3	-2	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.1	0	0	0	0.8	1	-1
4	PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0				
5	PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0	0.8	0	0	0	0.3	0	0			
6	ADMINISTRATIVE SUPPORT	26	3	36.9	10	-7	16	21	5	11	5	3.8	1	4	0	3.8	1	-1	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.8	0	0				
7	SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0					
8	SERVICE - MAINTENANCE	3	0	18.4	1	-1	2	12.7	0	2	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.0	0	0	0	0.2	0	0	0	0.8	0	0				
		214	66				76				28				2				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



# Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

## INFORMATION TECHNOLOGY SERVICES

EO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
OFFICIAL - ADMIN	6	3	42	3	0	0	7.4	0	0	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0	0	0.7	0	0					
PROFESSIONAL	21	7	35.8	8	-1	2	6.7	1	1	0	1.8	0	0	4	4.8	1	3	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0.6	0	0					
TECHNICAL	20	5	28.2	6	-1	4	10.8	2	2	1	2.4	0	1	1	3.3	1	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0.7	0	0					
PUBLIC SAFETY	0	0	41.6	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0	0.8	0	0						
PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.8	0	0	0	0.3	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0.3	0	0						
ADMINISTRATIVE SUPPORT	2	0	18.3	0	0	0	9.1	0	0	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0.6	0	0						
SKILLED CRAFT	0	0	53	0	0	0	18.3	0	0	0	18.1	0	0	0	3.8	0	0	0	0.4	0	0	0	0.1	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0	0.9	0	0					
SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.6	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	1	0	0					
	49	15				6				1				5				0				0				0				0				0			0								

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### INFORMATION TECHNOLOGY SERVICES

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	6	2	28.2	2	0	0	9.6	1	-1	0	1.9	0	0	1	2.1	0	1	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
22 PROFESSIONAL	21	5	32.9	7	-2	2	10.4	2	0	0	1.9	0	0	1	3.5	1	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.2	0	0	0	0.5	0	0			
23 TECHNICAL	20	2	28.4	6	-4	6	17.8	4	-2	0	2.4	0	0	1	4.1	1	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.8	0	0				
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0				
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0	0.8	0	0	0	0.3	0	0			
26 ADMINISTRATIVE SUPPORT	2	0	38.9	1	-1	2	21	0	2	0	3.8	0	0	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.8	0	0				
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0					
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0.2	0	0	0	0	0.2	0	0	0	0.8	0	0				
	49	9				10				0				3				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each Job group: Exist - Expec





## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### JUVENILE & DOMESTIC RELATIONS

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	1	1	29.2	0	1	0	9.6	0	0	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.6	0	0				
22 PROFESSIONAL	12	8	32.9	4	-4	2	10.4	1	1	0	1.9	0	0	0	3.5	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.5	0	0							
23 TECHNICAL	2	0	28.4	1	-1	0	17.8	0	0	0	2.4	0	0	0	4.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.8	0	0				
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0				
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0	0.3	0	0							
26 ADMINISTRATIVE SUPPORT	3	2	38.9	1	-1	1	21	1	0	0	3.8	0	0	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.8	0	0				
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0							
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0.8	0	0							
	18	11				3				0				0				0				0				0				0				0			0								

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



# Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

## LIBRARY

EEO Job Group	Total	W/nH				B/nH				His				A/nH				All/AN/nH				B/W/nH				All/AN/W/nH				All/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	1	1	42	0	1	0	7.4	0	0	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.7	0	0	
22 PROFESSIONAL	23	2	35.8	8	-8	0	6.7	2	-2	2	1.8	0	2	1	4.8	1	0	0	0.1	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0	0	0.6	0	0			
23 TECHNICAL	1	1	28.2	0	1	0	10.6	0	0	0	2.4	0	0	0	3.3	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.7	0	0
24 PUBLIC SAFETY	0	0	41.6	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0	0	0.8	0	0	
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.8	0	0	0	0.3	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0		
26 ADMINISTRATIVE SUPPORT	2	0	18.3	0	0	1	9.1	0	1	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.6	0	0	
27 SKILLED CRAFT	0	0	53	0	0	0	18.3	0	0	0	18.1	0	0	0	3.6	0	0	0	0.4	0	0	0	0.1	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0	0	0	0	0	0.9	0	0	
28 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.5	0	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	1	0	0	
	27	4				1				2				1				0				0				0				0				0				0				0			

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### LIBRARY

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	1	0	29.2	0	0	0	9.8	0	0	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
22 PROFESSIONAL	23	16	32.9	8	8	0	10.4	2	-2	0	1.9	0	0	1	3.5	1	0	1	0.1	0	1	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.5	0	0				
23 TECHNICAL	1	0	28.4	0	0	0	17.8	0	0	0	2.4	0	0	0	4.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.1	0	0	0	0.8	0	0
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0			
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	16.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0.8	0	0	0	0.3	0	0	0			
26 ADMINISTRATIVE SUPPORT	2	1	38.9	1	0	0	21	0	0	0	3.8	0	0	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.8	0	0	0			
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0	0			
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.8	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0.2	0	0	0	0.8	0	0	0			
	27	17				0				0				1				1				0				0				0				0				0				0			

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



# Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

## MANAGEMENT AND BUDGET

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH				
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																					
21 OFFICIAL - ADMIN	1	1	42	0	1	0	7.4	0	0	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0	0	0.7	0	0
22 PROFESSIONAL	8	1	36.8	3	-2	2	6.7	1	1	0	1.8	0	0	0	4.8	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0.6	0	0		
23 TECHNICAL	0	0	28.2	0	0	0	10.8	0	0	0	2.4	0	0	0	3.3	0	0	0	0.2	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0.7	0	0		
24 PUBLIC SAFETY	0	0	41.6	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0	0	0	0	0.2	0	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0.8	0	0			
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0				
26 ADMINISTRATIVE SUPPORT	0	0	18.3	0	0	0	9.1	0	0	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.6	0	0			
27 SKILLED CRAFT	0	0	53	0	0	0	18.3	0	0	0	18.1	0	0	0	3.6	0	0	0	0.4	0	0	0	0	0	0	0	0.3	0	0	0	0	0.1	0	0	0	0.3	0	0	0	0	0.9	0	0			
28 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	1	0	0			
	9	2				2				0				0																																

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### MANAGEMENT AND BUDGET

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	1	0	29.2	0	0	0	9.6	0	0	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	-0.1	0	0	0	0	0.5	0	0			
22 PROFESSIONAL	8	3	32.9	3	0	1	10.4	1	0	1	1.9	0	1	0	3.5	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.5	0	0			
23 TECHNICAL	0	0	28.4	0	0	0	17.8	0	0	0	2.4	0	0	0	4.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.1	0	0	0	0.8	0	0
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0	0.2	0	0			
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0	0	0	0	0	0.3	0	0			
26 ADMINISTRATIVE SUPPORT	0	0	36.9	0	0	0	21	0	0	0	3.8	0	0	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.8	0	0			
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0			
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0	0	0.8	0	0			
	9	3				1				1				0				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



# Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

M/MR/SA CEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
1 OFFICIAL - ADMIN	9	4	42	4	0	0	7.4	1	-1	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0.7	0	0					
2 PROFESSIONAL	121	17	35.8	43	-26	16	6.7	8	7	2	1.8	2	0	0	4.8	6	-8	0	0.1	0	0	0	0	0.1	0	0	0	0	0	0	0.2	0	0	0	0	0.6	1	-1							
3 TECHNICAL	19	1	28.2	5	-4	6	10.6	2	3	0	2.4	0	0	0	3.3	1	-1	0	0.2	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.1	0	0						
4 PUBLIC SAFETY	0	0	41.6	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0.8	0	0						
5 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0							
6 ADMINISTRATIVE SUPPORT	21	0	18.3	4	-4	1	9.1	2	-1	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.6	0	0						
7 SKILLED CRAFT	0	0	63	0	0	0	18.3	0	0	0	18.1	0	0	0	3.6	0	0	0	0.4	0	0	0	0	0.1	0	0	0	0.3	0	0	0	0.3	0	0	0	0	0.9	0	0						
8 SERVICE - MAINTENANCE	2	0	21.2	0	0	1	17.8	0	1	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	1	0	0						
	172	22				22				2				0				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report  
 Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.  
 Expec - calculated for each job group: Total \* (Avail%/100)  
 Diff - Calculated for each job group: Exist - Expec

# Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

## MH/MR/SA

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	9	5	29.2	3	2	0	9.6	1	-1	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
27 PROFESSIONAL	121	43	32.9	40	3	31	10.4	13	18	9	1.9	2	7	4	3.5	4	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.5	1	-1				
23 TECHNICAL	18	3	28.4	5	-2	9	17.8	3	6	1	2.4	0	1	0	4.1	1	-1	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.1	0	0	0	0.8	0	0
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0				
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0.8	0	0	0	0.3	0	0				
26 ADMINISTRATIVE SUPPORT	21	0	38.9	8	-8	13	21	4	9	4	3.8	1	3	3	3.8	1	2	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.8	0	0				
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0					
28 SERVICE - MAINTENANCE	2	0	15.4	0	0	1	12.7	0	1	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0.2	0	0	0	0.8	0	0					
	172	51				54				14				7				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### OFFICE ON WOMEN

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	1	0	42	0	0	0	7.4	0	0	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.7	0	0
22 PROFESSIONAL	4	0	35.8	1	-1	0	6.7	0	0	0	1.8	0	0	0	4.8	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0.6	0	0	
23 TECHNICAL	8	0	28.2	2	-2	0	10.5	1	-1	0	2.4	0	0	0	3.3	0	0	0	0.2	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.7	0	0
24 PUBLIC SAFETY	0	0	41.6	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0	0	0	0	0.2	0	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0	0	0.6	0	0
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0	0	0	0	0.3	0	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0.3	0	0
26 ADMINISTRATIVE SUPPORT	1	0	18.3	0	0	0	9.1	0	0	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.6	0	0
27 SKILLED CRAFT	0	0	63	0	0	0	18.3	0	0	0	16.1	0	0	0	3.6	0	0	0	0.4	0	0	0	0	0	0	0	0.3	0	0	0	0	0.1	0	0	0	0.3	0	0	0	0	0	0	0.9	0	0
28 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	1	0	0
	14	0				0				0				0				0				0				0				0				0				0			0				

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### OFFICE ON WOMEN

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	1	1	29.2	0	1	0	9.6	0	0	0	1.8	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
27 PROFESSIONAL	4	4	32.9	1	3	0	10.4	0	0	0	1.9	0	0	0	3.5	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.2	0	0	0	0.5	0	0			
23 TECHNICAL	8	4	28.4	2	2	3	17.8	1	2	1	2.4	0	1	0	4.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.1	0	0	0	0.8	0	0
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0				
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0	0.8	0	0	0	0.3	0	0			
26 ADMINISTRATIVE SUPPORT	1	0	38.9	0	0	1	21	0	1	0	3.8	0	0	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.8	0	0				
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0						
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0.2	0	0	0	0.8	0	0			
	14	9				4				1				0				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### PARKS, RECREATION & CULTURAL ACTIVITIES

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH					
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																						
21 OFFICIAL - ADMIN	7	3	42	3	0	2	7.4	1	1	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0	0.2	0	0	0	0	0.7	0	0				
22 PROFESSIONAL	60	9	35.8	18	-8	12	8.7	3	9	2	1.8	1	1	0	4.8	2	-2	1	0.1	0	1	0	0.1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.2	0	0	0	0	0.6	0	0			
23 TECHNICAL	17	4	28.2	5	-1	13	10.6	2	11	0	2.4	0	0	0	3.3	1	-1	0	0.2	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.1	0	0	0	0.7	0	0
24 PUBLIC SAFETY	0	0	41.6	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0.8	0	0				
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0					
26 ADMINISTRATIVE SUPPORT	6	0	18.3	1	-1	0	9.1	1	-1	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.6	0	0				
27 SKILLED CRAFT	10	3	53	5	-2	4	18.3	2	2	2	18.1	2	0	0	3.6	0	0	0	0.4	0	0	0	0.1	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0	0	0	0.9	0	0					
28 SERVICE - MAINTENANCE	30	3	21.2	6	-3	15	17.8	5	10	5	10.4	3	2	0	3.5	1	-1	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	1	0	0					
	120	22				48				9				0				1				0				0				0				0				0				0					

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### PARKS, RECREATION & CULTURAL ACTIVITIES

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	7	2	29.2	2	0	0	9.8	1	-1	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
22 PROFESSIONAL	59	9	32.9	18	-7	15	10.4	5	10	1	1.9	1	0	1	3.5	2	-1	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.5	0	0				
23 TECHNICAL	17	0	28.4	5	-5	0	17.8	3	-3	0	2.4	0	0	0	4.1	1	-1	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.8	0	0				
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0				
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0	0.3	0	0	0						
26 ADMINISTRATIVE SUPPORT	6	0	38.9	2	-2	5	21	1	5	0	3.8	0	0	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.8	0	0				
27 SKILLED CRAFT	10	0	3.2	0	0	1	2.1	0	1	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0	0					
28 SERVICE - MAINTENANCE	30	0	18.4	6	-6	4	12.7	4	0	3	8.9	3	0	0	4	1	-1	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0.8	0	0	0						
	120	11				28				4				1				0				0				0				0				0			0			0					

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### PERSONNEL SERVICES

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	7	1	42	3	-2	2	7.4	1	1	1	2.4	0	1	0	3.2	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0.7	0	0				
2 PROFESSIONAL	9	2	35.8	3	-1	1	8.7	1	0	1	1.8	0	1	0	4.8	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0.6	0	0						
23 TECHNICAL	2	0	28.2	1	-1	0	10.6	0	0	0	2.4	0	0	0	3.3	0	0	0	0.2	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.7	0	0					
24 PUBLIC SAFETY	0	0	41.6	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0.8	0	0					
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0						
26 ADMINISTRATIVE SUPPORT	1	0	18.3	0	0	0	9.1	0	0	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.6	0	0					
27 SKILLED CRAFT	0	0	53	0	0	0	18.3	0	0	0	16.1	0	0	0	3.8	0	0	0	0.4	0	0	0	0	0.1	0	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0						
28 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0						
	19	3				3				2				0					0					0				0				0				0									

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### PERSONNEL SERVICES

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	7	3	29.2	2	-1	0	9.6	1	-1	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
PROFESSIONAL	9	3	32.9	3	0	2	10.4	1	-1	0	1.9	0	0	0	3.5	0	0	0	0.1	0	0	0	-0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.5	0	0				
23 TECHNICAL	2	1	28.4	1	0	1	17.8	0	-1	0	2.4	0	0	0	4.1	0	0	0	0.1	0	0	0	-0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.8	0	0				
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0				
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0.8	0	0	0	0.3	0	0				
26 ADMINISTRATIVE SUPPORT	1	0	38.9	0	0	1	21	0	-1	0	3.8	0	0	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.5	0	0				
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0						
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0.8	0	0				
	18	7				4				0				0				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### PLANNING & ZONING

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	6	4	42	3	1	0	7.4	0	0	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0	0.7	0	0
2 ROFESSIONAL	17	9	35.8	6	3	0	8.7	1	-1	0	1.8	0	0	0	4.8	1	-1	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0.6	0	0		
23 TECHNICAL	9	3	28.2	3	0	1	10.8	1	0	0	2.4	0	0	0	3.3	0	0	0	0.2	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0.7	0	0	
24 PUBLIC SAFETY	0	0	41.8	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0	0	0	0	0.2	0	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0.8	0	0		
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0				
26 ADMINISTRATIVE SUPPORT	1	0	18.3	0	0	0	8.1	0	0	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.6	0	0		
27 SKILLED CRAFT	0	0	53	0	0	0	18.3	0	0	0	18.1	0	0	0	3.6	0	0	0	0.4	0	0	0	0	0	0	0	0.3	0	0	0	0	0.1	0	0	0	0.3	0	0	0	0	0.9	0	0		
28 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	1	0	0		
	33	16				1				0				0				0								0					0				0					0					

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### PLANNING & ZONING

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	%Expec	Diff	Exist	Avail%	%Expec	Diff	Exist	Avail%	%Expec	Diff	Exist	Avail%	%Expec	Diff	Exist	Avail%	%Expec	Diff	Exist	Avail%	%Expec	Diff																				
21 OFFICIAL - ADMIN	6	2	29.2	2	0	0	9.8	1	-1	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
22 PROFESSIONAL	17	6	32.9	6	0	2	10.4	2	0	0	1.9	0	0	0	3.5	1	-1	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.5	0	0					
23 TECHNICAL	9	3	28.4	3	0	2	17.8	2	0	0	2.4	0	0	0	4.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.8	0	0				
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0				
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0	0	0	0.3	0	0					
26 ADMINISTRATIVE SUPPORT	1	0	38.9	0	0	1	21	0	1	0	3.8	0	0	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.8	0	0				
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0					
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0.8	0	0					
	33	11				5				0				0				0				0				0				0				0			0								

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### POLICE

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	7	4	42	3	1	2	7.4	1	1	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0	0.7	0	0				
22 PROFESSIONAL	34	17	35.8	12	5	6	6.7	2	4	1	1.8	1	0	0	4.8	2	-2	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0	0	0.6	0	0			
23 TECHNICAL	91	37	25.2	25	-11	9	10.6	10	-1	4	2.4	2	2	2	3.3	3	-1	1	0.2	0	1	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0	0	0.7	1	-1			
24 PUBLIC SAFETY	241	140	41.6	100	40	37	29.9	72	-35	13	2.6	6	7	12	1.2	3	9	2	0.3	1	1	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0	0	0	0	0.8	2	-2			
25 PUBLIC SAFETY/NON-SWORN	23	7	28.8	7	0	6	9	2	4	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0				
26 ADMINISTRATIVE SUPPORT	25	2	18.3	5	-3	0	9.1	2	-2	0	2	1	-1	0	2.3	1	-1	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0	0	0.6	0	0			
27 SKILLED CRAFT	0	0	53	0	0	0	18.3	0	0	0	16.1	0	0	0	3.8	0	0	0	0.4	0	0	0	0.1	0	0	0	0.3	0	0	0	0.1	0	0	0	0	0	0	0	0	0.9	0	0			
28 SERVICE - MAINTENANCE	4	0	21.2	1	-1	4	17.8	1	3	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0	0	1	0	0			
	425	207				64				18				14				3				0				0				0				0				0				0			

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

# Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

## POLICE

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	7	1	28.2	2	-1	0	9.8	1	-1	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
22 PROFESSIONAL	34	8	32.9	11	-3	1	10.4	4	-3	0	1.9	1	-1	1	3.8	1	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.6	0	0					
23 TECHNICAL	91	16	28.4	26	-10	18	17.8	18	2	4	2.4	2	2	0	4.1	4	-4	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.1	0	0	0	0.8	1	-1
24 PUBLIC SAFETY	241	21	8.8	21	0	9	12.4	30	-21	7	0.8	2	5	0	0.3	1	-1	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0.2	0	0	
25 PUBLIC SAFETY/NON-SWORN	23	1	38.1	9	-8	9	16.8	4	5	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0	0	0	0	0.3	0	0				
26 ADMINISTRATIVE SUPPORT	25	11	36.9	9	2	11	21	5	6	1	3.8	1	0	0	3.8	1	-1	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0	0	0	0	0.8	0	0				
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0				
28 SERVICE - MAINTENANCE	4	0	18.4	1	-1	0	12.7	1	-1	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0	0.8	0	0				
	425	58				48				12				1				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### REAL ESTATE ASSESSMENTS

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH				
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																					
21 OFFICIAL - ADMIN	2	1	42	1	0	0	7.4	0	0	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0	0	0.7	0	0
22 PROFESSIONAL	0	0	35.8	0	0	0	6.7	0	0	0	1.8	0	0	0	4.8	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0.6	0	0		
23 TECHNICAL	8	5	28.2	2	3	1	10.6	1	0	1	2.4	0	1	0	3.3	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.7	0	0
24 PUBLIC SAFETY	0	0	41.6	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0	0	0.8	0	0		
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.8	0	0	0	0.3	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0			
26 ADMINISTRATIVE SUPPORT	3	0	18.3	1	-1	0	9.1	0	0	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.8	0	0		
27 SKILLED CRAFT	0	0	53	0	0	0	18.3	0	0	0	18.1	0	0	0	3.6	0	0	0	0.4	0	0	0	0.1	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0	0	0	0	0	0.9	0	0		
28 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	1	0	0		
	13	5				1				1				0				0				0				0				0				0				0			0					

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### REAL ESTATE ASSESSMENTS

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	2	1	29.2	1	0	0	9.6	0	0	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
22 PROFESSIONAL	0	0	32.9	0	0	0	10.4	0	0	0	1.9	0	0	0	3.5	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0.5	0	0					
23 TECHNICAL	8	0	28.4	2	-2	1	17.8	1	0	0	2.4	0	0	0	4.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.8	0	0				
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0				
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	16.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0	0	0	0.3	0	0					
26 ADMINISTRATIVE SUPPORT	3	2	36.9	1	-1	1	21	1	0	0	3.8	0	0	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.8	0	0				
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0						
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0.8	0	0					
	13	3				2				0				0				0				0				0				0				0			0								

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



# Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

## REGISTRAR OF VOTERS

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	3	2	42	1	1	0	7.4	0	0	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0.7	0	0	
2 ROFESSIONAL	0	0	35.8	0	0	0	8.7	0	0	0	1.8	0	0	0	4.8	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0.2	0	0	0	0	0	0	0.6	0	0			
23 TECHNICAL	0	0	28.2	0	0	0	10.6	0	0	0	2.4	0	0	0	3.3	0	0	0	0.2	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.1	0	0		
24 PUBLIC SAFETY	0	0	41.6	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0.2	0	0			
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0				
26 ADMINISTRATIVE SUPPORT	1	1	18.3	0	1	0	9.1	0	0	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0.6	0	0		
27 SKILLED CRAFT	0	0	53	0	0	0	18.3	0	0	0	18.1	0	0	0	3.8	0	0	0	0.4	0	0	0	0	0	0	0	0.1	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0	0	0.9	0	0
28 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	1	0	0
	4	3				0				0				0				0				0				0				0				0				0			0				

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### REGISTRAR OF VOTERS

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	3	1	29.2	1	0	0	9.6	0	0	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
22 PROFESSIONAL	0	0	32.9	0	0	0	10.4	0	0	0	1.9	0	0	0	3.5	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.5	0	0				
23 TECHNICAL	0	0	28.4	0	0	0	17.8	0	0	0	2.4	0	0	0	4.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.8	0	0				
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0				
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0	0	0	0.8	0	0	0	0.3	0	0					
26 ADMINISTRATIVE SUPPORT	1	0	36.9	0	0	0	21	0	0	0	3.8	0	0	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.8	0	0				
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0					
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0.2	0	0	0	0.8	0	0					
	4	1				0				0				0				0				0				0				0				0			0								

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec



## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### SHERIFF

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OP/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	4	3	42	2	-1	0	7.4	0	0	0	2.4	0	0	0	3.2	0	0	0	0.1	0	0	0	0	0	0	0	0.1	0	0	0	0	0.1	0	0	0	0	0.2	0	0	0	0	0	0.7	0	0
22 PROFESSIONAL	27	8	36.8	10	-2	3	6.7	2	-1	0	1.8	0	0	0	4.8	1	-1	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0.2	0	0	0	0	0	0	0.6	0	0		
23 TECHNICAL	18	6	28.2	5	-1	3	10.6	2	-1	0	2.4	0	0	1	3.3	1	0	1	0.2	0	1	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.7	0	0
24 PUBLIC SAFETY	143	43	41.6	59	-16	48	29.9	43	6	4	2.6	4	0	3	1.2	2	1	0	0.3	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0	0.8	1	-1		
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.8	0	0	0	0.3	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0				
26 ADMINISTRATIVE SUPPORT	11	0	18.3	2	-2	0	9.1	1	-1	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0.6	0	0		
27 SKILLED CRAFT	0	0	53	0	0	0	18.3	0	0	0	18.1	0	0	0	3.9	0	0	0	0.4	0	0	0	0.1	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0	0	0	0	0.9	0	0		
28 SERVICE - MAINTENANCE	0	0	21.2	0	0	0	17.8	0	0	0	10.4	0	0	0	3.5	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	1	0	0		
	203	80				56				4				4				1				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

# Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

## SHERIFF

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail	%Expec	Diff	Exist	Avail	%Expec	Diff	Exist	Avail	%Expec	Diff	Exist	Avail	%Expec	Diff	Exist	Avail	%Expec	Diff	Exist	Avail	%Expec	Diff	Exist	Avail	%Expec	Diff																
21 OFFICIAL - ADMIN	4	0	29.2	1	-1	1	9.6	0	1	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.5	0	0				
22 PROFESSIONAL	27	4	32.9	9	-5	11	10.4	3	8	1	1.9	1	0	0	3.5	1	-1	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.5	0	0				
23 TECHNICAL	18	3	28.4	6	-2	3	17.8	3	0	1	2.4	0	1	0	4.1	1	-1	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.8	0	0				
24 PUBLIC SAFETY	143	3	8.8	13	-10	38	12.4	18	20	2	0.8	1	-1	0	0.3	0	0	1	0.1	0	1	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0				
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0.8	0	0	0	0.3	0	0				
26 ADMINISTRATIVE SUPPORT	11	1	36.9	4	-3	9	21	2	7	0	3.8	0	0	1	3.8	0	1	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.8	0	0				
27 SKILLED CRAFT	0	0	3.2	0	0	0	2.1	0	0	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0					
28 SERVICE - MAINTENANCE	0	0	18.4	0	0	0	12.7	0	0	0	8.9	0	0	0	4	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0.8	0	0				
	203	11				62				4				1				1				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec





## Direct Comparison of Utilization to Availability By Departments - Male FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### TRANS & ENVIORN SERVICES

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	16	11	42	6	6	1	7.4	1	0	0	2.4	0	0	1	3.2	0	1	0	0.1	0	0	0	0	0	0	0	0	0	0	0.1	0	0	0	0	0	0	0	0.7	0	0					
22 PROFESSIONAL	25	5	35.8	9	-4	4	6.7	2	2	0	1.8	0	0	2	4.8	1	1	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.6	0	0					
23 TECHNICAL	50	20	28.2	14	6	16	10.6	5	11	2	2.4	1	1	2	3.3	2	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0.7	0	0				
24 PUBLIC SAFETY	0	0	41.8	0	0	0	29.9	0	0	0	2.6	0	0	0	1.2	0	0	0	0.3	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0	0	0	0.8	0	0					
25 PUBLIC SAFETY/NON-SWORN	0	0	28.8	0	0	0	9	0	0	0	2.1	0	0	0	0.1	0	0	0	0.6	0	0	0	0.3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.3	0	0					
26 ADMINISTRATIVE SUPPORT	6	0	18.3	1	-1	0	9.1	1	-1	0	2	0	0	0	2.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0	0	0	0.6	0	0				
27 SKILLED CRAFT	41	8	53	22	-14	26	18.3	8	18	5	18.1	7	-2	0	3.6	1	-1	0	0.4	0	0	0	0.1	0	0	0	0.3	0	0	0	0.1	0	0	0	0.3	0	0	0	0.9	0	0				
28 SERVICE - MAINTENANCE	36	6	21.2	8	-2	23	17.8	6	17	6	10.4	4	2	0	3.6	1	-1	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	1	0	0				
	173	50				70				13				6				0				0				0				0				0				0							

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Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## Direct Comparison of Utilization to Availability By Departments - Female FY 2005

City of Alexandria, Virginia  
Full-time Employees  
As of June 17, 2005

### TRANS & ENVIORN SERVICES

EEO Job Group	Total	W/nH				B/nH				His				A/nH				AI/AN/nH				B/W/nH				AI/AN/W/nH				AI/AN/B/nH				A/W/nH				NH/OPI/nH				B2/nH			
		Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff	Exist	Avail%	Expec	Diff																				
21 OFFICIAL - ADMIN	15	2	29.2	4	-2	0	9.8	1	-1	0	1.9	0	0	0	2.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.6	0	0
22 PROFESSIONAL	25	8	32.9	8	-1	3	10.4	3	0	2	1.9	0	2	0	3.5	1	-1	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.2	0	0	0	0	0.5	0	0		
23 TECHNICAL	50	4	28.4	14	-10	6	17.8	9	-3	0	2.4	1	-1	0	4.1	2	-2	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.2	0	0	0	0.1	0	0	0	0.8	0	0
24 PUBLIC SAFETY	0	0	8.8	0	0	0	12.4	0	0	0	0.8	0	0	0	0.3	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0.1	0	0	0	0	0.2	0	0			
25 PUBLIC SAFETY/NON-SWORN	0	0	38.1	0	0	0	15.8	0	0	0	1.9	0	0	0	1.1	0	0	0	0	0	0	0	0.5	0	0	0	0	0	0	0	0.8	0	0	0	0	0.8	0	0	0	0.3	0	0			
26 ADMINISTRATIVE SUPPORT	6	2	38.9	2	0	3	21	1	2	1	3.8	0	1	0	3.8	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0.1	0	0	0	0.2	0	0	0	0	0.8	0	0			
27 SKILLED CRAFT	41	0	3.2	1	-1	2	2.1	1	1	0	0.7	0	0	0	0.7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.1	0	0				
28 SERVICE - MAINTENANCE	38	0	18.4	7	-7	1	12.7	5	-4	0	8.9	3	-3	0	4	1	-1	0	0.1	0	0	0	0.1	0	0	0	0	0	0	0	0.2	0	0	0	0	0.2	0	0	0	0.8	0	0			
	173	17				16				3				0				0				0				0				0				0				0							

Exist - Number of employees as of date displayed at top of report

Avail% - Availability as a percentage, taken from census data for the Washington, D.C. Metropolitan Statistical Area.

Expec - calculated for each job group: Total \* (Avail%/100)

Diff - Calculated for each job group: Exist - Expec

## **APPENDIX C**

# Job Classes by Department

Thursday, January 19, 2006

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## ADULT PROBATION AND PAROLE OFFICE

Job Code	Job Title	Total Pos
1135	DIR/COURT SVCS	1
6039	PERS CLK II	1
2363	PROBN OFCR	10
6047	RECORDS CLERK	2
2413	SENIOR PROBATION OFFICER	2
2068	SUPRV/COURT SVCS	1
3120	SUPRV/RECORDS	1
3273	SURVEILLANCE OFFICER	1

Total Positions: 8

## CIRCUIT COURT JUDGES

Job Code	Job Title	Total Pos
2733	ASST CRT ADMNR	1
2321	CIRCUIT COURT LAW CLK	2
2644	COMPUTER SYS ANL II	2
2716	COORD/CJIS	1
2357	COORD/JURY	1
2295	COURT ADMNR	1
2646	DATABASE ADMNR I	1
2254	DEP COURT ADMNR	1
3251	NETWORK ENGINEER II	1
2360	SR CIRCUIT COURT LAW CLK	1

Total Positions: 10

## CITIZENS ASSISTANCE

Job Code	Job Title	Total Pos
3247	ADMN TECH	1
6027	CLK TYP III	1
2315	CONSMR & CITZ AFF INVST	1
1166	CONSMR AFF ADMNR	1
1091	DIR/OFC OF CITZ ASSTC	1
6062	RECEPTIONIST/TELE OPER	1
6318	SECRETARY I	1
2349	SUPRV/ADMN OFCR I	1

Total Positions: 8

## CITY ATTORNEY

Job Code	Job Title	Total Pos
3247	ADMN TECH	1
2372	ASST CITY ATTY III	1
2385	ASST CITY ATTY IV	3
2376	ASST CITY ATTY V	3
1030	CITY ATTY	1
3784	LAW CLERK	1
6910	LEGAL SECRETARY II	2
2083	RISK MGR	1
2258	SAFETY OFFICER	1
2364	SUPRV/ADMN ASST TO COUNSL	1

Total Positions: 10

## CITY CLERK/CITY COUNCIL

Job Code	Job Title	Total Pos
2371	ADMIN ASST/MAYOR	2
6048	ADMN AIDE/CITY COUNCIL	6
1071	CITY CLK & CLK OF COUNCIL	1
1139	DEP CITY CLK	1
6318	SECRETARY I	1
6034	SECRETARY III	1

Total Positions: 6

## CITY COUNCIL

Job Code	Job Title	Total Pos
1090	COUNCIL MEMBER	5
1088	MAYOR	1
1089	VICE MAYOR	1

Total Positions: 3

**CITY MANAGER**

Job Code	Job Title	Total Pos
2339	ADMN OFCR I	1
3247	ADMN TECH	1
1086	ASST TO THE CITY MGR	1
2735	BUSINESS FACILITATOR	1
1096	CITY MGR	1
2743	COMMUNICATIONS OFFICER	1
1095	DEP CITY MGR	2
6043	EXEC SECY	1
1188	LEGISLATIVE DIR	1
2731	OD COORDINATOR	1
2350	SUPRV/ADMN OFCR II	1

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Total Positions: 11

**CLERK OF COURT**

Job Code	Job Title	Total Pos
6015	CLK I	1
1028	CLK OF THE CIRCUIT COURT	1
2307	LAW LIBRARIAN	1
6047	RECORDS CLERK	17
2421	RECORDS MGR	1
2350	SUPRV/ADMN OFCR II	1
3120	SUPRV/RECORDS	3

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Total Positions: 7

**COMMONWEALTH ATTORNEY**

Job Code	Job Title	Total Pos
2015	ASST COMNWL ATTY I	4
2016	ASST COMNWL ATTY II	5
2374	ASST COMNWL ATTY IV	1
2375	ASST COMNWL ATTY V	2
6026	CLK TYP II	1
1029	COMNWL ATTY	1
2229	COORD/VICTIM-WITNESS ASST	1
1132	DEP COMNWL ATTY	1
3784	LAW CLERK	4
2420	LAW CLERK II	1
6909	LEGAL SECRETARY I	1
6910	LEGAL SECRETARY II	3
3268	REV COLLECTION SPECL II	1
2364	SUPRV/ADMN ASST TO COUNSL	1
3824	VICTIM-WITNESS SPECL I	2
3825	VICTIM-WITNESS SPECL II	2

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Total Positions: 16

**FINANCE**

Job Code	Job Title	Total Pos
2316	ACCOUNTANT I	5
2317	ACCOUNTANT II	11
6050	ACCT CLK I	7
6051	ACCT CLK II	9
6052	ACCT CLK III	11
3206	ACCT CLK IV	2
2291	ADMN ASST	1
2339	ADMN OFCR I	1
3247	ADMN TECH	1
3097	BUYER I	2
2323	BUYER III	1
6025	CLK TYP I	1
2730	COORD/ITS	1
3838	CUSTOMER SUPRT ENG III	1
1197	DEP FIN DIR/COMPTLR	1
1023	DIR/FINANCE	1
1013	DIV CHF/REVENUE ADMN	1
1021	DIV CHF/TREAS	1
2512	INTERNAL AUDITOR II	1
2728	PENSION ADMINISTRATOR	1
1016	PURCH AGENT	1
3207	PURCH TECH	3
3268	REV COLLECTION SPECL II	11
3269	REV COLLECTION SPECL III	3
3272	REV COLLECTION SPECL IV	1
6319	SECRETARY II	2
3126	SUPRV/ACCT CLK	1
2024	SUPRV/BUSINESS & PROF LIC	1
2406	SUPRV/BUSINESS TAX AUDIT	1
2320	SUPRV/FINANCIAL REPORTING	1
2300	SUPRV/REVENUE	1
2367	SUPRV/TREASURY	1

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Total Positions: 32

**FIRE**

Job Code	Job Title	Total Pos
2291	ADMN ASST	1
3247	ADMN TECH	1
7020	AUTOMTV MECH	3
2387	CITY ARCHITECT	1
2737	CODE ENFCMNT ENG I	1
2741	CODE ENFCMNT ENG III	2
3188	CODE ENFCMNT INSPCTR I	10
3189	CODE ENFCMNT INSPCTR II	1
3190	CODE ENFCMNT INSPCTR III	7
2391	COMPUTER SYS ANL IV	1
3773	CONSTR FIELD REPRSNTV	1
2305	COORD/EMERG PLNG	1
3129	COORD/FIRE EMERG COMUNIC	1
2730	COORD/ITS	2
3838	CUSTOMER SUPRT ENG III	1
1067	DEP DIR/CODE ENFCMNT	1
1182	DEP FIRE CHIEF	2
3163	DEP FIRE MARSHAL I	1
3164	DEP FIRE MARSHAL II	2
3165	DEP FIRE MARSHAL III	4
3166	DEP FIRE MARSHAL/CHF	1
1059	DIR/OFC OF CODE ENFCMNT	1
2418	EMERGENCY MANAGEMENT ANALYST	1
1214	EMERGENCY MANAGEMENT COORDINATOR	1
3763	EMRG COMUNICS TECH	8
2426	EMRG MGT/CITZN CORP	1
3828	EMRG RESC TECH I	4
3829	EMRG RESC TECH II	41
3830	EMRG RESC TECH III	9
3045	ENGR AIDE I	8
1116	FIRE BATTALION CHF	8
2010	FIRE CAPT	25
1079	FIRE CHF	1
4075	FIRE FIGHTER I	17
4074	FIRE FIGHTER II	77
3294	FIRE INSPECTOR I	7
3833	FIRE LT	20
3238	FIRE PROT SYS SPECL	8
3219	FIRE TRN ASST	1
2341	FISCAL OFCR I	1
3832	OUTREACH/PRVNTN SPECL	1
6039	PERS CLK II	1
3154	PLANS EXAMINER	4
2388	PUB SAFETY INFO OFCR	1
6319	SECRETARY II	2
2088	STRUCTURAL ENGR	2
2349	SUPRV/ADMN OFCR I	1
3191	SUPRV/CODE ENFCMNT FIELD	1
3768	SUPRV/EMRG COMUNICS TECH	4
2412	SUPRV/ENGR	2
2326	SUPRV/FIRE MAINT	1
2454	SUPV/FIRE PERS	1

Total Positions: 52

**GENERAL SERVICES**

Job Code	Job Title	Total Pos
6051	ACCT CLK II	1
6052	ACCT CLK III	1
2339	ADMN OFCR I	2
3247	ADMN TECH	1
3158	AUTOMTV DIAGNSCN	2
7020	AUTOMTV MECH	9
8082	AUTOMTV PARTS DRIVER	1

**GENERAL SERVICES**

Job Code	Job Title	Total Pos
6023	AUTOMTV PARTS SPECL	2
3157	AUTOMTV SVCS ADVSR	1
8004	BLDG SVCS ASST	2
3150	BLDG SYS TECH	9
7018	CARPENTER	2
6026	CLK TYP II	1
3773	CONSTR FIELD REPRSNTV	4
2409	CONTRACT ADMINISTRATOR	1
3106	COORD/BLDG SVCS III	1
8020	CUSTODIAN	2
1941	DEP DIR/GENL SVCS	1
1035	DIR/GENL SVCS	1
1221	DIV CHF/CAPITAL PROJECTS	2
1148	DIV CHF/COMUNCNS	1
1181	DIV CHF/FACIL MAINT	1
1933	DIV CHF/MTR EQUIP	1
7031	FACIL MAINT SPECL	1
2341	FISCAL OFCR I	1
6064	INTERN	1
3194	LEASE MGMT ASST	1
6005	MAIL DISTRIBN/DUPLIC CLK	1
3237	MAINTENANCE RENOVATION INSP SPCL	3
7039	MASTER ELECTRICIAN	1
2090	MECHANICAL ENGR	1
7045	OFFSET PRESS OPER I	2
7050	OFFSET PRESS OPER II	1
2411	SPACE PLANNER	2
3220	SUPRV/AUTOMTV MECH/ADVSR	2
3028	SUPRV/MAIL DISTRBN/DUPLIC	1
3128	SUPRV/TECHNICAL	1

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Total Positions: 37

**HEALTH**

Job Code	Job Title	Total Pos
3247	ADMN TECH	1
3249	CASE AIDE	1
6026	CLK TYP II	2
2361	DIR/DENTAL SVCS	1
6064	INTERN	2
3107	MEDICAL LAB TECH	1
3279	PUB HLTH NURSE AIDE	2
2060	PUB HLTH NURSE I	4
2261	SANITARIAN II	1
6318	SECRETARY I	1
6319	SECRETARY II	1
3126	SUPRV/ACCT CLK	1
1136	SUPRV/MEDICAL	1
2709	SUPRV/SANITARIAN	1
2356	THERAPIST III	1

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Total Positions: 15

**HISTORIC ALEXANDRIA**

Job Code	Job Title	Total Pos
2801	ARCHAEOLOGIST	3
1107	CITY ARCHAEOLOGIST	1
6015	CLK I	1
2601	CURATOR I	4
2602	CURATOR II	4
8020	CUSTODIAN	1
6505	DATA ENTRY OPER II	1
1057	DIR/OFC OF HISTORIC ALEX	1
2185	MGMT ANL I	1
6076	MUSEUM AIDE I	17
6077	MUSEUM AIDE II	2
1118	MUSEUM DIR	3
2612	MUSEUM ED SPECL	1
3274	MUSEUM TECH	1
3281	PUB INFO SPECL	1
6062	RECEPTIONIST/TELE OPER	22
2298	RECORDS ADMNR/ARCHIVIST	1
6032	RECORDS CNTR CLK	2
3125	RESEARCH HISTORIAN	1
6318	SECRETARY I	4
9999	UNDEFINED	1

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Total Positions: 21

**HOUSING**

Job Code	Job Title	Total Pos
6008	CLIENT INTAKE SVCS WKR	1
6026	CLK TYP II	1
2234	COORD/HOUSING PRGRM	2
3822	COORD/REHAB LOAN I	1
3823	COORD/REHAB LOAN II	1
1102	DIR/OFC OF HOUSING	1
1007	DIV CHF/HOUS PRGM IMPLM	1
1034	DIV CHF/LNDLRD-TENANT REL	1
2341	FISCAL OFCR I	1
2119	HOUSING ANL	3
2311	LNDLRD/TENANT INVSCTR	1
2177	REAL ESTATE OFCR	1
2322	RELOCATION ADVSR II	1
6319	SECRETARY II	1
6044	SUPRV/SECRETARY III	2

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Total Positions: 15

**HUMAN RIGHTS**

Job Code	Job Title	Total Pos
2340	ADMN OFCR II	1
1231	DIR/COMMUNICATIONS	1
1204	DIR/OFC OF HUMAN RIGHTS	1
2309	HUMAN RIGHTS INVSCTR	2
6064	INTERN	1
6319	SECRETARY II	1

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Total Positions: 6

**HUMAN SERVICES**

Job Code	Job Title	Total Pos
6051	ACCT CLK II	4
6052	ACCT CLK III	3
2291	ADMN ASST	2
8041	BUS DRVR	5
3249	CASE AIDE	2
3025	CASEWKR	6
6008	CLIENT INTAKE SVCS WKR	5
2562	CLINCL PSYCHOL I	1
6016	CLK II	1
6026	CLK TYP II	7
6027	CLK TYP III	1
2419	COMMUNITY AFFAIRS SUPERVISOR	1
2644	COMPUTER SYS ANL II	1
2391	COMPUTER SYS ANL IV	1
3146	COMUNTY SVCS SPECL I	5
2395	COORD/CMNTY SVCS PRGM I	2
2396	COORD/CMNTY SVCS PRGM II	1
2277	COORD/LONG-TRM CARE SVCS	1
2296	COORD/PRGM	1
2734	COORD/SPEC PROJ/RECR	1
2128	COORD/VOLUNTEER SVCS	1
3837	CUSTOMER SUPRT ENG II	1
6505	DATA ENTRY OPER II	1
1222	DIR/AGENCY ON AGING AND ADULT SVCS	1
1200	DIR/ALEXANDRIA WORKS!!	1
1171	DIR/DIV OF COMUNTY PRGM	1
1032	DIR/HUMAN SVCS	1
1145	DIR/OFC EARLY CHLD DVLP	1
1177	DIR/OFC OF ECON OPPTY	1
1002	DIR/OFC OF EMPL & TRNG	1
1152	DIR/OFC ON YOUTH	1
1060	DIR/SOC SVCS DIV	1
1196	DIR/DIV JOBLINK	1
1167	DIV CHF/ADMN SVCS	1
2301	EARLY CHLD DVLP TRN SPECL	1
3141	ELIG FRAUD INVESTIGATOR	2
3140	ELIG WKR I	17
3148	ELIG WKR II	20
3155	EMPL & TRN SPECL	13
2263	FISCAL ANL	1
2342	FISCAL OFCR II	2
2331	HS PRGM ADMNR	3
6064	INTERN	1
3250	NETWORK ENGINEER I	1
6039	PERS CLK II	1
6079	PRGM AIDE II	1
3281	PUB INFO SPECL	2
6062	RECEPTIONIST/TELE OPER	1

2069	REGIS NURSE	1
2319	RELOCATION ADVSR I	2
6318	SECRETARY I	2
6319	SECRETARY II	3
2030	SOC WKR I	27
		31
2031	SOC WKR II	2
3142	SR ELIG WKR	2
8999	SUMMER CETA	1
2292	SUPRV/ADMN ASST	1
2349	SUPRV/ADMN OFCR I	2
3264	SUPRV/ADMN TECH	1
3818	SUPRV/BUS DRVR	1
1168	SUPRV/CHF ELIG	1
1169	SUPRV/CHF SOC WKR	7
2026	SUPRV/ELIG	2
2690	SUPRV/EMPL & TRN	1
2559	SUPRV/MH TEAM	1
2251	SUPRV/NUTRITIONIST	1
6044	SUPRV/SECRETARY III	12
2032	SUPRV/SOC WKR	3
2453	THERAPEUTIC RECR LEADER	1
2452	THERAPEUTIC RECR SPECL	18
9999	UNDEFINED	1
3292	VOLUNTEER DEVELOPER	1

Total Positions: 72

### INFORMATION TECHNOLOGY SERVICES

Job Code	Job Title	Total Pos
6052	ACCT CLK III	1
3247	ADMN TECH	3
3075	COMPUTER OPER II	2
3071	COMPUTER OPER III	3
2380	COMPUTER PRGMR/ANL I	7
2379	COMPUTER PRGMR/ANL II	1
2382	COMPUTER PRGMR/ANL III	4
2383	COMPUTER PRGMR/ANL IV	1
2403	COORD/TELECOMMUNICATIONS	1
3836	CUSTOMER SUPRT ENG I	3
3837	CUSTOMER SUPRT ENG II	1
2646	DATABASE ADMNR I	3
2647	DATABASE ADMNR II	1
1191	DIR/ITS	1
1216	DIV CHF/APPLICATIONS	1
1227	DIV CHF/DATABASE MGT	1
1210	DIV CHF/ITS CUSTOMER SVCS	1
1226	DIV CHF/NETWK SVCS	1
1215	DIV CHF/NETWORK & SECURTY SV	1
2263	FISCAL ANL	1
3835	ITS SCHEDLR/OPS LIBRARIAN	1
3255	LOTUS NOTES SUPPORT ENG	1
3250	NETWORK ENGINEER I	2
3251	NETWORK ENGINEER II	4
3252	NETWORK ENGINEER III	1
6034	SECRETARY III	1
3209	SUPERVISOR/EPO	1
2639	TELECOMMUNICS SPECL	1
2727	WEB ARCHITECT	1
Job Code	Job Title	Total Pos

Total Positions: 29

### JUVENILE & DOMESTIC RELATIONS

Job Code	Job Title	Total Pos
3025	CASEWKR	2
2296	COORD/PRGM	1
1135	DIR/COURT SVCS	1
2263	FISCAL ANL	1
2427	GANG PREVENTION LIAISON	3
6064	INTERN	18
2363	PROBN OFCR	3
6318	SECRETARY I	2
6319	SECRETARY II	3
2068	SUPRV/COURT SVCS	2
2356	THERAPIST III	1
9999	UNDEFINED	1

Total Positions: 12

**LIBRARY**

Job Code	Job Title	Total Pos
2391	COMPUTER SYS ANL IV	1
8020	CUSTODIAN	2
3837	CUSTOMER SUPRT ENG II	1
6021	DELIVERY CLK	1
1047	DEP DIR/LIBRARY	1
1048	DIR/LIBRARY	1
2263	FISCAL ANL	1
2072	LIBRARIAN I	29
2073	LIBRARIAN II	9
2074	LIBRARIAN III	6
2416	LIBRARIAN IV	1
2417	LIBRARIAN V	1
6066	LIBRARY AIDE	11
3262	LIBRARY ASSOCIATE I	3
3263	LIBRARY ASSOCIATE II	5
6067	LIBRARY ASST I	29
6072	LIBRARY ASST II	18
6073	LIBRARY ASST III	1
6074	LIBRARY PAGE	17
3250	NETWORK ENGINEER I	1
3281	PUB INFO SPECL	1
6034	SECRETARY III	1
2349	SUPRV/ADMN OFCR I	1

Total Positions: 23

**MANAGEMENT AND BUDGET**

Job Code	Job Title	Total Pos
2339	ADMN OFCR I	1
2129	BUDG/MGMT ANL I	6
2168	BUDG/MGMT ANL II	1
2362	BUDG/MGMT ANL III	2
1094	DIR/MGMT & BUDG	1

Total Positions: 5

**MH/MR/SA**

Job Code	Job Title	Total Pos
6051	ACCT CLK II	2
6052	ACCT CLK III	3
2339	ADMN OFCR I	1
3247	ADMN TECH	1
1213	ASSC DIR/ACUTE & EMER SVCS	1
1212	ASSC DIR/ADMIN SVCS	1
1211	ASSC DIR/EXTENDED CARE SVCS	1
2561	CLINCL PSYCH	3
2562	CLINCL PSYCHOL I	4
6016	CLK II	1
6026	CLK TYP II	10
6027	CLK TYP III	1
3180	COMPUTER PRGMR	1
2655	COMPUTER SYS ANL III	2
3773	CONSTR FIELD REPRSNTV	1
8001	COOK	4
2209	COORD/ASST RESIDNL SVCS	5
3100	COORD/BLDG SVCS II	1
2370	COORD/DAY SUPPORT SVCS	1
2161	COORD/VCNL & PREVCNL SVCS	1
2128	COORD/VOLUNTEER SVCS	1
8020	CUSTODIAN	2
3838	CUSTOMER SUPRT ENG III	1
6505	DATA ENTRY OPER II	1
1138	DIR/CNSULTN & ED PRGM	1
1162	DIR/COMUNTY SUPPRT PRGM	1
1223	DIR/MH/MR/SA-EX DIR-COM SVCS	1
1154	DIR/RESEARCH & EVAL	1
2281	DIR/RESIDNL PRGM	1
7031	FACIL MAINT SPECL	1
2263	FISCAL ANL	4
2341	FISCAL OFCR I	1
2342	FISCAL OFCR II	3
2343	FISCAL OFCR III	1
3244	FOOD SVCS SPECL	1
2163	INFANT DVLPMENT SPECL	2
3261	LAB AIDE	1
3796	LICN PRACT NURSE	1
6030	MEDICAL RECORDS ASSISTANT	2
3198	MEDICAL RECORDS TECH	1
2185	MGMT ANL I	2

3804	MH/MR TECH II	11
3832	OUTREACH/PRVNTN SPECL	4
3123	PERS ASST	1
2107	PHARMACIST II	1
6078	PRGM AIDE I	1
2560	PSYCHIATRIC NURSE	3
2415	QUALITY ASSURE SPECL	1
6062	RECEPTIONIST/TELE OPER	2
2069	REGIS NURSE	9
3286	RESIDNL COUNSLR	104
3288	RESIDNL DETOX COUNSLR II	8
6318	SECRETARY I	3
6319	SECRETARY II	4
8011	SECURITY MONITOR	1
2564	SR CLINCL PSYCH	1
3289	SR RESIDNL COUNSLR	9
2292	SUPRV/ADMN ASST	2
2349	SUPRV/ADMN OFCR I	1
3264	SUPRV/ADMN TECH	1
1136	SUPRV/MEDICAL	1
2559	SUPRV/MH TEAM	12
2414	SUPRV/PARENT INFANT EDU PROG	1
2687	SUPRV/PRGM ANL	1
2232	SUPRV/REGIS NURSE	1
2354	THERAPIST I	29
2355	THERAPIST II	12
2356	THERAPIST III	51
2373	THERAPIST SUPERVISOR	4
9999	UNDEFINED	15
3139	VCNL SVCS SPECL	1
6002	WORKSHOP PARTICIPANT	35

Total Positions: 72

#### OFFICE ON WOMEN

Job Code	Job Title	Total Pos
2395	COORD/CMNTY SVCS PRGM I	1
2290	COORD/DOMSTC VIOLNC PRGM	1
2719	COORD/EMPL SVCS	1
1099	DIR/OFC ON WOMEN	1
3184	HLTH & COMUNTY ED SPECL	2
3832	OUTREACH/PRVNTN SPECL	3
6319	SECRETARY II	1
2030	SOC WKR I	6
3248	SUPRV/BAT'RD WOMEN SHELTR	6
9999	UNDEFINED	1
3292	VOLUNTEER DEVELOPER	2

Total Positions: 11

#### PARKS, RECREATION & CULTURAL ACTIVITIES

Job Code	Job Title	Total Pos
6050	ACCT CLK I	7
6051	ACCT CLK II	3
6052	ACCT CLK III	1
2339	ADMN OFCR I	1
8002	APPRENTICE TREE TRIMMER	1
2465	ARBORIST	1
4109	ASST DOCKMASTER	2
3280	ASST SUPT/PKS & FACIL	1
3290	ASST SUPT/TREE MAINT	1
2464	CITY ARBORIST	1
6016	CLK II	1
6026	CLK TYP II	1
8001	COOK	1
2397	COORD/EMPLOYEE DVLP PRGM	1
2730	COORD/ITS	1

**PARKS, RECREATION & CULTURAL ACTIVITIES**

Job Code	Job Title	Total Po.
8020	CUSTODIAN	31
3838	CUSTOMER SUPRT ENG III	1
1186	DEP DIR/RECR/PRGM OPRTNS	1
1202	DEP/DIR/RECR/P&NR&CP	1
1045	DIR/RECR & CULTURAL ACTVS	1
1167	DIV CHF/ADMN SVCS	1
1134	DIV CHF/RECR	2
7033	EQUIP MAINT SPECL	1
8045	EQUIP OPER I	8
2342	FISCAL OFCR II	1
8052	HORT ASST	1
3259	HORT SPECL	2
8025	LABORER I	19
8030	LABORER II	5
7005	LABORER III	9
2231	LANDSCAPE ARCHITECT	1
8017	MAINT WKR	2
2461	NATURALIST I	1
2460	NATURALIST II	1
3224	PARK MANAGER	1
6039	PERS CLK II	1
3282	RECR LEADER I	115
3283	RECR LEADER II	87
3284	RECR LEADER III	65
3285	RECR LEADER IV	10
6318	SECRETARY I	1
6319	SECRETARY II	2
1203	SPECIAL ASST PARKS & REC	1
3001	SUPRV/CUSTODIAN	4
3041	SUPRV/EQUIP MAINT	1
3260	SUPRV/FACIL MAINT	1
3063	SUPRV/HORT	1
3008	SUPRV/LABOR	4
2208	SUPRV/LANDSCAPE ARCHITECT	1
2040	SUPRV/RECR I	13
2041	SUPRV/RECR II	11
2333	SUPRV/RECR III	8
2042	SUPRV/RECR IV	6
2241	SUPRV/RECR V	3
6044	SUPRV/SECRETARY III	1
2450	SUPRV/THERAPEUTIC RECR II	1
3035	SUPT/PRKS & FACIL MAINT	2
2453	THERAPEUTIC RECR LEADER	5
7034	TREE TRIMMER	2
9999	UNDEFINED	66
2093	URBAN PLANNER II	3
2457	WORKPLACE SAFETY SPECIALIST	1

Total Positions: 62

**PERSONNEL SERVICES**

Job Code	Job Title	Total Pos
2380	COMPUTER PRGMR/ANL I	1
2391	COMPUTER SYS ANL IV	1
2424	COORD/SPECL PROJ/PERS SVCS	1
1190	DEP DIR/PERS	1
1066	DIR/PERS SVCS	1
1149	DIV CHF/PERS SVCS	4
2130	PERS ANL I	1
2131	PERS ANL II	4
2423	PERS ANL III	4
3123	PERS ASST	1
6038	PERS CLK I	1
3161	PERS TECH	3
6034	SECRETARY III	1

Total Positions: 13

**PLANNING & ZONING**

Job Code	Job Title	Total Po:
2339	ADMN OFCR I	1
6026	CLK TYP II	1
1219	DEP DIR/PLNG & ZONING	1
1218	DIR/PLNG & ZONING	1
1225	DIV CHF/GIS	1
1051	DIV CHF/PLNG	3
3228	GIS SPECL	1
3277	PLNG ASST I	1
3137	PLNG TECH	2
2422	PRINCIPAL DEVELOPMENT PLANNER	2
6318	SECRETARY I	1
6319	SECRETARY II	1
3236	SR PLNG TECH	1
3232	SUPRV CARTOGRAPHER	1
2349	SUPRV/ADMN OFCR I	1
2389	SUPRV/URBAN PLANNER	1
9999	UNDEFINED	2
2092	URBAN PLANNER I	1
2093	URBAN PLANNER II	8
2094	URBAN PLANNER III	8
3304	ZONING INSPCTR	2

Total Positions: 21

**POLICE**

Job Code	Job Title	Total Pos
6052	ACCT CLK III	1
2291	ADMN ASST	1
2339	ADMN OFCR I	1
6026	CLK TYP II	1
2633	COMPUTER SYS ANL I	1
3100	COORD/BLDG SVCS II	1
3258	COORD/FLEET MAINT	1
2327	COORD/YOUTH SVCS	1
5120	CRIME PREVENTION TECH	1
8020	CUSTODIAN	6
3838	CUSTOMER SUPRT ENG III	3
2646	DATABASE ADMNR I	1
1063	DEP CHF/POLICE	3
1167	DIV CHF/ADMN SVCS	3
3763	EMRG COMUNICS TECH	20
2263	FISCAL ANL	1
3193	HACK INSPCTR	2
3860	LATENT PRINT EXAMINER	3
6039	PERS CLK II	2
2013	POLICE CAPT	10
1062	POLICE CHF	1
4050	POLICE CPL	1
3197	POLICE DRIVING INSTRCR	1
2012	POLICE LT	13
4045	POLICE OFCR I	72
4049	POLICE OFCR II	38
4046	POLICE OFCR III	40
4048	POLICE OFCR IV	88
2336	POLICE PERS SPECL	2
3196	POLICE RANGE OFCR	1
2180	POLICE RECORDS MGR	1
3057	POLICE SGT	41
6014	POLICE SVCS CLK	5
3813	POLYGRAPH EXAMINER	1
2689	PRGM ANL	1
5125	PRKNG ENFCMNT OFCR I	11
5126	PRKNG ENFCMNT OFCR II	12
5127	PRKNG ENFCMNT OFCR III	1
6089	PROPERTY CLK	2
2388	PUB SAFETY INFO OFCR	1
2381	RADIO SYS MGR	1
6047	RECORDS CLERK	10
5116	SCHOOL CRSNG GUARD	23
6319	SECRETARY II	3
6034	SECRETARY III	1
2030	SOC WKR I	1
3195	SPECIAL POLICE OFCR	5
2369	SUPRV/CRIME ANALYST	1
3768	SUPRV/EMRG COMUNICS TECH	4
3827	SUPRV/IDENTFN	1
2335	SUPRV/POLICE PERS & TRN	1
3201	SUPRV/PRKNG ENFCMNT OFCR	2
3120	SUPRV/RECORDS	4
3831	SUPRV/SCHOOL CRSNG GUARD	1
3300	SUPRV/SCHOOL CRSNG GUARD	1

**REAL ESTATE ASSESSMENTS**

Job Code	Job Title	Total Pos
6052	ACCT CLK III	2
3235	ASSMNT RECORDS SPECL	1
1936	DEP DIR/REAL EST ASMNTS	1
1056	DIR/REAL ESTATE ASMNTS	1
6064	INTERN	3
3082	REAL ESTATE APPRSR I	2

**REAL ESTATE ASSESSMENTS**

Job Code	Job Title	Total Pos
3083	REAL ESTATE APPRSR II	1
3084	SR REAL ESTATE APPR	2
6044	SUPRV/SECRETARY III	1
9999	UNDEFINED	1

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Total Positions: 10

**REGISTRAR OF VOTERS**

Job Code	Job Title	Total Pos
3247	ADMN TECH	1
6070	ASST REGISTRAR II	14
6071	ASST REGISTRAR III	1
1174	DEP REGISTRAR	1
1017	ELECTIONS ADMNR	1
1070	REGISTRAR	1
9999	UNDEFINED	622

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Total Positions: 7

**SHERIFF**

Job Code	Job Title	Total Pos
6051	ACCT CLK II	1
6052	ACCT CLK III	1
2291	ADMN ASST	1
3247	ADMN TECH	1
3025	CASEWKR	8
2352	COORD/ASAP	1
2128	COORD/VOLUNTEER SVCS	1
3837	CUSTOMER SUPRT ENG II	1
4091	DEP SHERIFF I	28
4096	DEP SHERIFF II	39
4097	DEP SHERIFF III	43
4099	DEP SHERIFF IV	23
2182	DEP SHERIFF/CAPT	4
1156	DEP SHERIFF/CHIEF	1
2181	DEP SHERIFF/LT	7
3056	DEP SHERIFF/SGT	14
2324	DIR/ALTERNATV PRGMS	1
1167	DIV CHF/ADMN SVCS	1
2342	FISCAL OFCR II	1
2297	INMTE CLASSIF COUNSLR	9
4098	INMTE RECORDS/CLASSIF MGR	4
6869	MGMT INFO CLK	1
6047	RECORDS CLERK	6
6318	SECRETARY I	1
6319	SECRETARY II	1
1098	SHERIFF	1
2394	SUPRV/ACCP	1
2349	SUPRV/ADMN OFCR I	1
2687	SUPRV/PRGM ANL	1
6044	SUPRV/SECRETARY III	1
3229	SYS PRGMR SPECL	1
1058	UNDERSHERIFF	1

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Total Positions: 32

**TRANS & ENVIORN SERVICES**

Job Code	Job Title	Total Po
6052	ACCT CLK III	1
2291	ADMN ASST	1
3247	ADMN TECH	3
3819	AIR POLLUTN CNTRL SPECL	1
3179	ASST IMPOUNDING OFCR I	1
3160	ASST IMPOUNDING OFCR II	1
3116	ASST SUPT/CONSTR & MAINT	1
3225	ASST SUPT/SOLID WASTE	3
3113	ASST SUPT/TRANSP	1
2308	CHF OF SURVEYS	1
2080	CIVIL ENGR I	2
2082	CIVIL ENGR II	1
2084	CIVIL ENGR III	3
2386	CIVIL ENGR IV	3
6049	COMUNIC CLK/TES	2
2730	COORD/ITS	1
2302	COORD/SITE PLN/ADMN ASST	1
1635	DEP DIR/TES ENGR	1
1636	DEP DIR/TES OPRNS	1
1208	DEP DIR/TES TRANS & TRANSIT	1
1039	DIR/TES	1
1167	DIV CHF/ADMN SVCS	2
1151	DIV CHF/CONSTR	1
1620	DIV CHF/DESIGN	1
1209	DIV CHF/ENVIRONMENTAL QUALITY	1
1940	DIV CHF/MAINT	1
1041	DIV CHF/SOLID WASTE	1
1185	DIV CHF/TRANSIT SVCS	1
1038	DIV CHF/TRANSP	1
3045	ENGR AIDE I	4
3192	ENGR AIDE II	2
8045	EQUIP OPER I	7
7010	EQUIP OPER II	17
2263	FISCAL ANL	1
2341	FISCAL OFCR I	1
7015	HEAVY EQUIP OPER	9
3815	IMPOUNDING OFCR	1
6064	INTERN	1
8025	LABORER I	7
8030	LABORER II	8
7005	LABORER III	4
3047	LAND SURVEY ANL	1
8044	MOTOR VEHICLE OPERATOR	3
2689	PRGM ANL	1
3281	PUB INFO SPECL	1
2344	RECYCLING PRGM SPECL	1
8035	REFUSE COLLECTOR	18
8016	ROD AND CHAIN OPER	2
3215	SANITATION INSPCTR	1
6319	SECRETARY II	3
3121	SEWER INSPCTR (TV)	1
7002	SIGN FABRICATOR	1
2349	SUPRV/ADMN OFCR I	2
1160	SUPRV/ENVRMNTL QUAL PRGM	1
3008	SUPRV/LABOR	4
3169	SUPRV/MAINT PROJ	1
6044	SUPRV/SECRETARY III	1
3234	SUPRV/TRAFFIC SIGNAL REPAIR	1
3040	SUPT/CONSTR & MAINT	1
3002	SUPT/REFUSE COLLECTION	1
3033	SUPT/TRANSP	1
3038	SURVEY INSTR OPER	2
3039	SURVEY PARTY CHF	2
3015	T&ES INSPECTOR I	1
3222	TES INSPCTR II	10
3226	TES INSPCTR III	1
3233	TRAFF SIGNAL REPAIR TECH	1
7040	TRAFF SIGNAL REPAIR WKR	3
3101	TRAFFIC OPRNS TECH	1
3099	TRAFFIC SURVEY TECH	2
7006	TRAFFIC SVCS WKR II	3
7035	TRAFFIC SVCS WKR III	3
2378	TRANSIT SPECL	2
3213	TRANSIT SVCS ASST	1
2310	TRANSP PLANNER	1
2093	URBAN PLANNER II	1
2736	WATER QUALITY COMP SPECL	1
2348	WATERSHED PRGM ADMNR	1

Total Positions: 760

Total Positions: 78

## **APPENDIX D**

# FY05 New Hires by Department

## ADULT PROBATION AND PAROLE OFFICE

Job Title	Sex	Race	Age
PROBN OFCR	Female	White, non-Hispanic	25.91
PROBN OFCR	Female	White, non-Hispanic	32.13
RECORDS CLERK	Female	Black, non-Hispanic	32.4
Department Total:			3

## CIRCUIT COURT JUDGES

Job Title	Sex	Race	Age
SR CIRCUIT COURT LAW CLK	Female	Asian, non-Hispanic	32.08
SR CIRCUIT COURT LAW CLK	Female	White, non-Hispanic	29.78
Department Total:			2

## CITY ATTORNEY

Job Title	Sex	Race	Age
ASST CITY ATTY IV	Male	White, non-Hispanic	38.54
ASST CITY ATTY IV	Male	White, non-Hispanic	43.52
LAW CLERK	Female	White, non-Hispanic	28.12
Department Total:			3

## CITY MANAGER

Job Title	Sex	Race	Age
CITY MGR	Male	White, non-Hispanic	52.87
Department Total:			1

## CLERK OF COURT

Job Title	Sex	Race	Age
ACCT CLK I	Female	Black, non-Hispanic	30.11
ACCT CLK I	Female	Black, non-Hispanic	21.02
RECORDS CLERK	Female	White, non-Hispanic	19.25
RECORDS CLERK	Male	White, non-Hispanic	34.37
RECORDS CLERK	Male	White, non-Hispanic	26.29
Department Total:			5

## COMMONWEALTH ATTORNEY

Job Title	Sex	Race	Age
CLK TYP II	Female	White, non-Hispanic	31.16
LEGAL SECRETARY II	Female	White, non-Hispanic	39.77
Department Total:			2

## FINANCE

Job Title	Sex	Race	Age
ACCT CLK I	Female	Black, non-Hispanic	23.37
ACCT CLK III	Female	Black, non-Hispanic	33.47
Department Total:			2

## FIRE

Job Title	Sex	Race	Age
CODE ENFCMNT ENG I	Male	White, non-Hispanic	55.06
CODE ENFCMNT INSPCTR I	Male	Black, non-Hispanic	57.05
CODE ENFCMNT INSPCTR I	Male	Hispanic	29.58
CODE ENFCMNT INSPCTR I	Male	Asian, non-Hispanic	67.99
CODE ENFCMNT INSPCTR III	Male	White, non-Hispanic	45.50

# FY05 New Hires by Department

## FIRE

Job Title	Sex	Race	Age
EMRG RESC TECH I	Female	Hispanic	47.7
EMRG RESC TECH I	Female	White, non-Hispanic	39.9
EMRG RESC TECH I	Male	Black, non-Hispanic	34.57
EMRG RESC TECH I	Male	White, non-Hispanic	30.94
EMRG RESC TECH I	Male	White, non-Hispanic	22.98
EMRG RESC TECH I	Male	White, non-Hispanic	34.85
EMRG RESC TECH I	Male	White, non-Hispanic	28.77
EMRG RESC TECH I	Male	White, non-Hispanic	27.65
EMRG RESC TECH I	Male	White, non-Hispanic	23.05
ENGR AIDE I	Female	Black, non-Hispanic	27.2
FIRE FIGHTER I	Female	White, non-Hispanic	25.17
FIRE FIGHTER I	Female	Black, non-Hispanic	25.48
FIRE FIGHTER I	Female	White, non-Hispanic	28.67
FIRE FIGHTER I	Male	Black, non-Hispanic	30.66
FIRE FIGHTER I	Male	White, non-Hispanic	24.51
FIRE FIGHTER I	Male	Black, non-Hispanic	23.59
FIRE FIGHTER I	Male	White, non-Hispanic	25.42
FIRE FIGHTER I	Male	Black, non-Hispanic	31.64
FIRE FIGHTER I	Male	White, non-Hispanic	24.11
FIRE FIGHTER I	Male	Black, non-Hispanic	28.26
FIRE FIGHTER I	Male	Black, non-Hispanic	32.73
FIRE FIGHTER I	Male	White, non-Hispanic	26.25
FIRE FIGHTER I	Male	White, non-Hispanic	27.99
FIRE FIGHTER I	Male	White, non-Hispanic	28.38
FIRE FIGHTER I	Male	Black, non-Hispanic	27.02
FIRE FIGHTER I	Male	White, non-Hispanic	48.46
FIRE FIGHTER I	Male	White, non-Hispanic	31.47
FIRE FIGHTER I	Male	Black, non-Hispanic	44.07
FIRE FIGHTER I	Male	Black, non-Hispanic	24.73
FIRE PROT SYS SPECL PLANS EXAMINER	Male	White, non-Hispanic	49.45
	Male	White, non-Hispanic	39.4

Department Total: 36

## GENERAL SERVICES

Job Title	Sex	Race	Age
AUTOMTV PARTS SPECL	Male	Black, non-Hispanic	25.52
CLK TYP II	Female	Black, non-Hispanic	40.26
DIV CHF/CAPITAL PROJECTS	Male	Black, non-Hispanic	61.87
MAIL DISTRIBN/DUPLIC CLK	Female	Black, non-Hispanic	41.54
MAIL DISTRIBN/DUPLIC CLK	Male	Black, non-Hispanic	29.68
SUPRV/GRAPHIC ARTIST	Female	Black, non-Hispanic	38.07

Department Total: 6

## HEALTH

Job Title	Sex	Race	Age
SANITARIAN II	Female	White, non-Hispanic	33.09
SUPRV/SANITARIAN	Female	Asian, non-Hispanic	37.15

Department Total: 2

## HISTORIC ALEXANDRIA

Job Title	Sex	Race	Age
CURATOR II	Female	White, non-Hispanic	30.93

# FY05 New Hires by Department

## HISTORIC ALEXANDRIA

Job Title	Sex	Race	Age
			Department Total: 1

## HOUSING

Job Title	Sex	Race	Age
FISCAL OFCR I	Male	White, non-Hispanic	26.82
HOUSING ANL	Female	Black, non-Hispanic	37.07
HOUSING ANL	Male	Black, non-Hispanic	50.63
			Department Total: 3

## HUMAN SERVICES

Job Title	Sex	Race	Age
ACCT CLK II	Female	Black, non-Hispanic	35.57
ADMN OFCR II	Male	White, non-Hispanic	38.93
CLK TYP II	Female	Black, non-Hispanic	33.88
CLK TYP II	Female	Black, non-Hispanic	26.45
CLK TYP II	Female	Black, non-Hispanic	29.61
CLK TYP II	Female	Hispanic	21.34
EARLY CHLD DVLP TRN SPECL	Female	Black, non-Hispanic	33.97
ELIG WKR I	Female	Black, non-Hispanic	28.33
ELIG WKR I	Female	Hispanic	38.88
ELIG WKR II	Female	Black, non-Hispanic	29.1
ELIG WKR II	Female	Hispanic	33.19
ELIG WKR II	Female	Black, non-Hispanic	42.02
ELIG WKR II	Female	Black, non-Hispanic	42.72
ELIG WKR II	Female	White, non-Hispanic	34.22
ELIG WKR II	Male	Hispanic	30.89
SOC WKR I	Female	Asian, non-Hispanic	29.27
SOC WKR I	Female	Hispanic	41.76
SOC WKR I	Male	Black, non-Hispanic	32.53
SOC WKR II	Female	Hispanic	34.35
SOC WKR II	Female	White, non-Hispanic	30.38
SOC WKR II	Female	White, non-Hispanic	34.63
SOC WKR II	Female	Black, non-Hispanic	34.90
SOC WKR II	Female	White, non-Hispanic	34.11
SUPRV/SOC WKR	Female	White, non-Hispanic	37.66
SUPRV/SOC WKR	Female	Black, non-Hispanic	50.56
			Department Total: 25

## INFORMATION TECHNOLOGY SERVICES

Job Title	Sex	Race	Age
COMPUTER PRGMR/ANL IV	Male	Black, non-Hispanic	46.28
			Department Total: 1

## JUVENILE & DOMESTIC RELATIONS

Job Title	Sex	Race	Age
CASEWKR	Male	White, non-Hispanic	25.91
CASEWKR	Male	Black, non-Hispanic	25.25
PROBN OFCR	Female	White, non-Hispanic	31.02
			Department Total: 3

# FY05 New Hires by Department

## LIBRARY

Job Title	Sex	Race	Age
DEP DIR/LIBRARY	Female	Black, non-Hispanic	45.27
LIBRARIAN II	Female	White, non-Hispanic	59.05
LIBRARIAN II	Female	White, non-Hispanic	36.39
LIBRARIAN II	Female	White, non-Hispanic	28.43
Department Total:			4

## MH/MR/SA

Job Title	Sex	Race	Age
DIR/RESIDNL PRGM	Female	Black, non-Hispanic	45.06
OUTREACH/PRVNTN SPECL	Female	Hispanic	23.90
REGIS NURSE	Female	White, non-Hispanic	58.16
REGIS NURSE	Male	White, non-Hispanic	38.09
RESIDNL DETOX COUNSLR II	Female	Black, non-Hispanic	27.02
RESIDNL DETOX COUNSLR II	Female	White, non-Hispanic	27.24
RESIDNL DETOX COUNSLR II	Male	Black, non-Hispanic	32.48
THERAPIST I	Female	White, non-Hispanic	35.62
THERAPIST II	Female	White, non-Hispanic	26.97
THERAPIST III	Female	Asian, non-Hispanic	33.34
THERAPIST III	Female	White, non-Hispanic	36.18
THERAPIST III	Male	Black, non-Hispanic	50.82
Department Total:			12

## PARKS, RECREATION & CULTURAL ACTIVITIES

Job Title	Sex	Race	Age
DEP/DIR/RECR/P&NR&CP	Male	White, non-Hispanic	48.50
EQUIP OPER I	Male	Black, non-Hispanic	44.33
EQUIP OPER I	Male	Black, non-Hispanic	43.72
MAINT WKR	Male	White, non-Hispanic	21.26
NATURALIST I	Female	White, non-Hispanic	27.02
SUPRV/RECR I	Male	Black, non-Hispanic	37.11
SUPRV/RECR III	Male	White, non-Hispanic	57.3
THERAPEUTIC RECR LEADER	Female	Black, non-Hispanic	36.98
UNDEFINED	Female	Black, non-Hispanic	38.75
Department Total:			9

## PERSONNEL SERVICES

Job Title	Sex	Race	Age
PERS ASST	Female	American Indian / Alaskan Native, non-Hispanic	36.19
Department Total:			1

## PLANNING & ZONING

Job Title	Sex	Race	Age
PLNG ASST I	Male	White, non-Hispanic	23.02
URBAN PLANNER II	Female	White, non-Hispanic	31.59
URBAN PLANNER II	Female	White, non-Hispanic	26.10
URBAN PLANNER II	Male	White, non-Hispanic	33.04
URBAN PLANNER III	Male	White, non-Hispanic	32.88
URBAN PLANNER III	Male	White, non-Hispanic	50.28
Department Total:			6

# FY05 New Hires by Department

POLICE			
Job Title	Sex	Race	Age
EMRG COMUNICS TECH	Female	Black, non-Hispanic	28.06
HACK INSPCTR	Male	Hispanic	36.42
POLICE DRIVING INSTRCR	Male	White, non-Hispanic	50.35
POLICE OFCR I	Female	White, non-Hispanic	28.95
POLICE OFCR I	Female	Hispanic	22.94
POLICE OFCR I	Female	Hispanic	26.03
POLICE OFCR I	Female	Black, non-Hispanic	30.85
POLICE OFCR I	Female	Black, non-Hispanic	31.33
POLICE OFCR I	Female	White, non-Hispanic	22.3
POLICE OFCR I	Male	White, non-Hispanic	36.28
POLICE OFCR I	Male	Black, non-Hispanic	26.80
POLICE OFCR I	Male	White, non-Hispanic	28.89
POLICE OFCR I	Male	White, non-Hispanic	28.94
POLICE OFCR I	Male	White, non-Hispanic	26.06
POLICE OFCR I	Male	Hispanic	33.13
POLICE OFCR I	Male	Black, non-Hispanic	32.16
POLICE OFCR I	Male	White, non-Hispanic	31.35
POLICE OFCR I	Male	White, non-Hispanic	24.71
POLICE OFCR I	Male	Black, non-Hispanic	28.79
POLICE OFCR I	Male	White, non-Hispanic	24.09
POLICE OFCR I	Male	Black, non-Hispanic	27.22
POLICE OFCR I	Male	White, non-Hispanic	23.89
POLICE OFCR I	Male	White, non-Hispanic	23.69
POLICE OFCR I	Male	White, non-Hispanic	22.84
POLICE OFCR I	Male	White, non-Hispanic	24.34
POLICE OFCR I	Male	White, non-Hispanic	30.54
POLICE OFCR I	Male	Black, non-Hispanic	36.19
POLICE OFCR I	Male	Black, non-Hispanic	25.23
POLICE OFCR I	Male	White, non-Hispanic	22.50
POLICE OFCR I	Male	Asian, non-Hispanic	24.74
POLICE OFCR I	Male	White, non-Hispanic	32.60
POLICE OFCR I	Male	White, non-Hispanic	23.48
POLICE OFCR I	Male	Asian, non-Hispanic	31.96
POLICE OFCR I	Male	Asian, non-Hispanic	38.95
SECRETARY II	Female	White, non-Hispanic	33.44

Department Total: 35

## REAL ESTATE ASSESSMENTS

Job Title	Sex	Race	Age
DEP DIR/REAL EST ASMNTS	Male	White, non-Hispanic	59.87
REAL ESTATE APPRSR I	Male	Black, non-Hispanic	28.03

Department Total: 2

## SHERIFF

Job Title	Sex	Race	Age
DEP SHERIFF I	Female	Black, non-Hispanic	26.12
DEP SHERIFF I	Female	Black, non-Hispanic	26.36
DEP SHERIFF I	Male	Black, non-Hispanic	34.94
DEP SHERIFF I	Male	Black, non-Hispanic	36.59
DEP SHERIFF I	Male	Black, non-Hispanic	48.95
DEP SHERIFF I	Male	White, non-Hispanic	24.59
DEP SHERIFF I	Male	White, non-Hispanic	25.17

# FY05 New Hires by Department

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## SHERIFF

Job Title	Sex	Race	Age
DEP SHERIFF I	Male	Black, non-Hispanic	36.85
DEP SHERIFF I	Male	Black, non-Hispanic	34.2
DEP SHERIFF II	Female	Black, non-Hispanic	28.48

Department Total: 10

## TRANS & ENVIORN SERVICES

Job Title	Sex	Race	Age
CIVIL ENGR III	Male	Black, non-Hispanic	34.40
DIV CHF/DESIGN	Male	White, non-Hispanic	60.08
ENGR AIDE I	Female	White, non-Hispanic	50.48
EQUIP OPER I	Male	Black, non-Hispanic	25.70
LABORER III	Male	Black, non-Hispanic	35.11
LABORER III	Male	Black, non-Hispanic	31.94
PRGM ANL	Female	White, non-Hispanic	38.97
RECYCLING PRGM SPECL	Female	White, non-Hispanic	29.51
SURVEY PARTY CHF	Male	White, non-Hispanic	46
T&ES INSPECTOR I	Male	Black, non-Hispanic	45.42
T&ES INSPECTOR I	Male	Black, non-Hispanic	60.84
TRAFFIC SVCS WKR II	Male	Black, non-Hispanic	25.04
TRAFFIC SVCS WKR II	Male	Black, non-Hispanic	40.89
TRANSIT SPECL	Female	Hispanic	25.65
WATERSHED PRGM ADMNR	Female	White, non-Hispanic	54.98

Department Total: 15

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City Total: 189

## **APPENDIX E**

Survey of Self-Identification of Disability

Dept./Div./Office: \_\_\_\_\_ Job/Class Title: \_\_\_\_\_  
(Required Information) (Optional Information)

Employee's Name: \_\_\_\_\_  
(Optional Information)

Self-identification of disability status is essential for data collection and analysis. The information you provide will be used for statistical purposes only and will not in any way affect you individually. Your cooperation in providing accurate information is critical. Anyone that does not choose to complete the survey must circle either A, B or C in Section 1. If requested, this survey is available in alternate formats.

Definition of a Disability: A person is disabled if he or she has a physical or mental impairment which substantially limits one or more major life activities, has a record of such impairment; or is regarded as having such impairment. Those disabilities which are to be reported are listed below. In the case of multiple impairments, please choose the code which describes the impairment resulting in the most substantial limitation.

**SECTION 1**

If you do not intend to indicate a disability, please circle A, B or C.

- A I do not wish to identify my disability status
- B I do not have a disability
- C I have a disability but it is not listed below.

**SECTION 2**

Please circle the number of those conditions that apply to you:

**Speech Impairments:**

- 1. Severe speech malfunction or inability to speak; Examples: defects in articulation (unclear language sounds): stuttering, aphasia (impaired language function): laryngectomy (removal of the voice box).

**Hearing Impairments:**

- 2. Hard of hearing (can understand spoken conversation in a quiet room with a hearing aid).
- 3. Deaf in both ears
- 4. Deaf or hard of hearing in one ear, with normal hearing in the other.

**Visual Impairments:**

- 5. Ability to read ordinary size print with glasses, but with loss of peripheral (side) vision (restriction of the visual field that affects mobility, "tunnel vision")
- 6. Inability to read ordinary size print, not correctable by glasses (can read oversized print or use assisting devices such as glasses or a magnifying device.)
- 7. Blind in one eye.
- 8. Blind in both eyes (No usable vision, but may have some light perception).

**Missing Extremities:**

- 9. Loss of one or more extremities such as an arm or leg.

**Non-paralytic Orthopedic Impairments:**

- 10. Loss of ability to move or use a part of the body such as in hands, feet, arms, legs, hip or pelvis, or back, due to chronic pain, stiffness or weakness in bones or joints.

**Paralysis:**

- 11. Loss of some ability to move or use a part of the body, including legs, arms, and/or trunk, due to a brain, nerve or muscle problem including but not limited to, palsy and cerebral palsy.
- 12. Complete loss of ability to move or use a part of the body, including legs, arms, and/or trunk, due to brain, nerve or muscle problem including but not limited to, palsy or cerebral palsy.

**Learning Disability:**

- 13. Problems with understanding, perceiving or using language or concepts (written or spoken) due to a central nervous system disorder.

**Other Impairments:**

- 14. Heart disease with no restriction or limitation of activity
- 15. Heart disease with restriction or limitation of activity.
- 16. Convulsive disorder (Example: epilepsy).
- 17. Blood diseases (Example: sickle cell anemia, leukemia, hemophilia, AIDS or HIV positive).
- 18. Controlled diabetes with no restriction of activity.
- 19. Diabetes with limitation of activity due to complications such as retinitis, neuritis, etc.
- 20. Pulmonary or respiratory disorders (Example: tuberculosis, emphysema, asthma.)
  
- 21. Kidney dysfunction (Example: if dialysis [use of an artificial kidney machine] is required).
- 22. Cancer- a history of cancer with complete recovery.
- 23. Cancer- actively undergoing surgical and/ or medical treatment.
- 24. Mental retardation
- 25. Mental or emotional illness (a history of treatment for mental or emotional problems).
- 26. Severe distortion of limbs and/ or spine ( Example: dwarfism, kyphosis [severe distortion of back]).
- 27. Disfigurement of face, hands, or feet ( Example: distortion of features on skin, such as those caused by burns, gunshot injuries, and birth defects, gross facial birth marks, club feet, etc.)
- 28. History of treatment for alcoholism or drug addiction
- 29. Other (please state) \_\_\_\_\_

If you have circled any of these conditions, please answer the following questions.

- 30. Do you have an accommodation at work? Yes \_\_\_ No \_\_\_
- 31. Please specify details of any accommodation you use in as much detail as you can.

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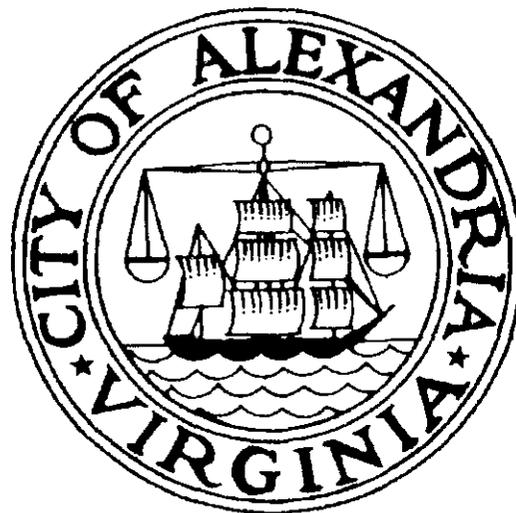
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THANK YOU FOR YOUR COOPERATION.

# City of Alexandria Applicant Tracking Report Fiscal Year 2005



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The City of Alexandria complies with The Americans with Disabilities Act.  
If you require this report in an alternative format,  
call (703) 519-3489 [Voice/TTY]

# FY 2005 Applicant Tracking Report

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## **INTRODUCTION**

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The **Applicant Tracking Report** supplements the City's Workforce Utilization Analysis by providing another means of tracking the City's progress toward attaining an increasingly diverse workforce. The information contained in this report details the comparative certification, interview, and selection rates for males, females, Whites, African Americans, Hispanics, Asians, persons with disabilities, older workers (over age 40), and Vietnam-era veterans.

**Purpose of the Report.** This report reviews the outcomes of the employment process to ensure no barriers exist which may impede equal employment opportunity. The process of capturing applicant data serves to identify disparities which may signify barriers to employment. Such disparities do not, themselves, establish the presence of discrimination because other factors may account for these differences. However, whenever disparities do exist, it is the City's policy to investigate the reasons and take corrective action if warranted. Staff has modified the City's recruitment strategies and tailored its advertising and outreach methods to reach individuals from under-represented groups and ensure they have ample opportunity to learn about jobs available within the City government. The City continues to recruit a diverse pool of highly qualified candidates who will effectively serve the citizens of Alexandria while utilizing a nationwide recruiting strategy. This report provides the City with a method of measuring its progress achieving that goal.

**Methodology.** Staff compiles the applicant tracking report from the voluntary affirmative action data forms that are provided to every City job applicant. Because completion of the affirmative action data form is voluntary, this report tracks the applicants who completed and submitted this form. In FY 2005, the City received a total of 5,475 applications for full-time positions. At least one part of the voluntary affirmative action data was provided with each application. The data for this report are compiled from the applicant tracking software program in place for FY2005, and they reflect all job requisitions filled during FY 2005. The City filled 205 full-time regular positions during FY2005, an increase compared to the 192 full-time regular positions filled during FY2004.

**Summary of Applicant Tracking Tables.** Tables IV through VI-E show the comparative selection rates at each stage of the selection process: certification, interview and hiring. The first three columns of each table show the overall numbers of individuals who were certified, interviewed, or selected as a raw number and as a percent. The subsequent columns show the individual selection rates for each gender, race, ethnicity, persons with disabilities, older workers and Vietnam veterans. The term "older worker" refers to persons over the age of 40, as defined by the Federal Age Discrimination in Employment Act. Included is a breakdown of the certification, interview, and selection rates for persons over the age of 40 by age bands (40-44, 45-49, 50-54, 55-59, 60-64, and 65 and older). Additionally, Tables IV-C, V-C, and VI-C; Tables IV-D, V-D, and VI-D; and Tables IV-E, V-E, and VI-E detail the selections which were made via the City's internal promotional process.

## **PHASE I: APPLIED AND CERTIFIED**

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**Overview of Application Process.** The hiring process begins when the hiring official completes a personnel requisition package and submits it to the Department of Personnel Services. Once the necessary budgetary and personnel approvals are obtained, the position is advertised. Most positions are advertised as internal promotional opportunities for seven calendar days. This policy reflects the City's strong commitment to upward mobility for City employees. If the position is not filled via the promotional process, the position is advertised through external recruitment sources for fourteen calendar days. The figures contained in this analysis represent an aggregation of all the applicants and hires for FY 2005 positions — including both internal or promotional and external candidates.

**Announcing City Job Vacancies.** Acquiring and retaining highly qualified employees is the central purpose of the City's selection process. With that purpose in mind, the City conducts a selection process that provides an equal opportunity to all applicants, and has taken specific steps to make the application process clear and equitable. When job vacancies are not filled promotionally, they are advertised in the Metropolitan Washington recruitment area, through local and regional newspapers, radio announcements, job fairs, internet job sites, and notices to more than 350 colleges and community organizations. Every job notice contains a detailed description of duties for the position, the minimum qualifications (education and experience), and any preferred qualifications. The notice also lists the salary range and describes experience which may substitute for the desired education credentials.

**Processing Applications and "Certification."** Applications are submitted to the Department of Personnel Services, along with the voluntary affirmative action data forms. The affirmative action data forms are separated from the original applications and logged into the applicant tracking system for statistical purposes only. The information on each applicant's affirmative action data form is kept confidential and is not released to the hiring officials. The application is reviewed by a Personnel Analyst to determine whether the applicant meets the minimum eligibility requirements (i.e., whether the applicant is "certified").

It is important to note that "minimum eligibility requirements" are the minimum experience and education necessary to be considered for a position. In today's competitive job market, many applicants have experience and credentials that exceed the minimums. Therefore, the Department of Personnel Services may "certify" a large pool of applicants, but the skills and abilities of these candidates may vary widely. When the applications are received by the hiring official, only those applicants who are most qualified are selected for an interview. Departments may use the listed preferred requirements when selecting individuals for interview appointments.

### **CERTIFICATION RATES BY PROTECTED CLASS**

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In FY 2005 the City processed 5,475 applications with relevant affirmative action data to prepare this report; 5,017 (91%) were certified, and 205 full-time positions were filled. By comparison, in FY 2004 the City processed 6,500 applications with relevant affirmative action data; 920 (76%) were certified, and 192 full-time positions were filled. The certification rate for applications far exceeded last year's rate, which indicates the City continues to attract candidates better qualified than those the previous year.

**Comparison of Applications Received and Certified  
FY2001 to FY2005**

	<b>FY2001</b>	<b>FY2002</b>	<b>FY2003</b>	<b>FY2004</b>	<b>FY2005</b>
# Applicants providing voluntary information	10,680	6,246	6,569	6,500	5,475
# Certified and % of total above	6,234 58%	4,548 73%	4,554 69%	4,920 76%	5,017 91%
# Full time Regular positions Filled	217	423	271	192	205

**Female Applications by Fiscal Year**

	<b>FY2001</b>	<b>FY2002</b>	<b>FY2003</b>	<b>FY2004</b>	<b>FY2005</b>
# Applied (with Female stated)	5,265	2,961	2,596	2,447	1,746
# Certified	2,915	2,099	1,598	1,746	1,635
% Rate Certified	55%	71%	62%	71%	94%
% of All Applications with Voluntary Information Supplied	49% of 10,680	47% of 6,246	39.5% of 6,569	29.8% of 6,500	45% of 5,475

**Trends:** In FY 2005, the certification rate for males (96%) was slightly higher than the rate for females (94%). However, the certification rate for females was slightly higher than the overall pool of applicants (92%). Female applicants exceeded male applications in the following: Professional (706 female/89 male), Technical (622 female/575 male), and Administrative Support (149 female/89 male). Overall, during FY 2005 females applied for City positions at lower rates than males (1,745 female/2,053 male).

**African American Male/Female Applications by Fiscal Year**

	<b>FY2001</b>	<b>FY2002</b>	<b>FY2003</b>	<b>FY2004</b>	<b>FY 2005</b>
# Applied (with Race stated)	4,214	2,336	2,116	1,939	1,777
# Certified	2,453	1,665	1,352	1,435	1,575
% Rate Certified	58%	71%	64%	74%	89%
% of All Applications with Voluntary Information Supplied	35.4% of 10,680	39.4% of 6,246	20.5% of 6,569	29.8% of 6,500	32.4% of 5,475

**Trends:** The certification rate (89%) for African Americans was slightly lower than the overall certification rate for all applicants (92%). The certification rate for African American males was higher than, or comparable to, the overall certification rate in four of the eight job groups: Official Manager, Professional, Public Safety, Public Safety/Non-Sworn. The certification rate for African American females was higher than, or comparable to, the overall certification rate in five of the eight

job groups: Official Manager, Professional, Public Safety, Public Safety/Non-Sworn, Administrative Support.

**Hispanic Male/Female Applications by Fiscal Year**

	FY2001	FY2002	FY2003	FY2004	FY2005
# Applied (with Race stated)	569	321	337	325	297
# Certified	339	237	237	236	261
% Rate Certified	60%	74%	74%	73%	88%
% of All Applications with Voluntary Information Supplied	5.3% of 10,680	5.1% of 6,246	5.1% of 6,569	5% of 6,500	5% of 5,475

**Trends:** The certification rate for Hispanics was 88%, which is slightly lower than the overall certification rate of 92%. Applications from Hispanics decreased from 325 in FY 2004 to 297 in FY2005. Hispanics continue to apply in very small numbers for City positions — 5.0% of all applicants in FY 2005 were Hispanic.

**Asian Male/Female Applications by Fiscal Year**

	FY2001	FY2002	FY2003	FY2004	FY2005
# Applied (with Race stated)	399	302	272	316	185
# Certified	238	243	178	255	176
% Rate Certified	60%	80%	65%	81%	95%
% of All Applications with Voluntary Information Supplied	3.7% of 10,680	4.8% of 6,246	3.9% of 6,569	4.9% of 6,500	3.3% of 5,475

**Trends:** Asians were certified at 95%, higher than the overall pool rate of 92%. The overall number of applicants decreased in FY 2005. In FY 2005 there were 185 applicants, a decrease from the 316 Asian applicants in FY 2004. The percentage of Asian applicants who provided voluntary affirmative action information, compared to all applications with supplied information, decreased from 4.9% in FY 2004 to 3.3% in FY 2005.

**Applicants with Disabilities by Fiscal Year**

	FY2001	FY2002	FY2003	FY2004	FY2005
# Applied (with Disability stated yes)	198	103	107	125	130
# Certified	115	79	65	91	123
% Rate Certified	58%	77%	61%	73%	95%
% of All Applications with Voluntary Information Supplied	1.8% of 10,680	1.2% of 6,246	1.0% of 6,569	<u>1.9% of 6,500</u>	2.3% of 5,475

**Trends:** The certification rate for persons with disabilities (95%) was higher than the overall certification rate for all applicants (92%). A total of 130 self-identified persons with disabilities

submitted applications in FY 2005, and 123 of those applicants were certified as meeting minimum requirements.

**Applicants Over Age 40 by Fiscal Year**

	<b>FY2001</b>	<b>FY2002</b>	<b>FY2003</b>	<b>FY2004</b>	<b>FY2005</b>
# Applied (with age >40 provided)	2,164	1,339	1,063	1,230	943
# Certified	1,324	1,061	747	991	875
% Rate Certified	61%	79%	70%	81%	93%
% of All Applications with Voluntary Information Supplied	20.2% of 10,680	21.4% of 6,246	16.1% of 6,569	18.9% of 6,500	17.2% of 5,475

**Trends:** In FY 2005, the certification rate for older workers (93%) was slightly higher than the overall certification rate of 92%; with the total number of applicants for this group decreasing to 943 in FY 2005, down from the 1,230 in FY 2004.

**American Indians:** These applicants (18) accounted for .3% of the total applications received. The EEO job category most of these individuals applied for was Technical (7) followed by Professional (5). The certification rate for these applicants was 100%, above the overall average of 92%. Because there is little data for this EEO group, no visible trends have emerged.

**Vietnam Veterans:** The certification rate for Vietnam veterans was 86% in FY 2005, compared to 82% in FY 2004. The overall number of applicants who self-identified for this group was 58, a decrease from the 99 who applied during FY 2004. Because the qualifying dates for Vietnam-era veteran's status are between August 5, 1964 and May 7, 1975, many of these same individuals are already included in the over-forty protected class charts above. However, a recent change in Federal law will expand this category to include all individuals with honorable or general discharge status.

## **PHASE II: CERTIFIED AND INTERVIEWED**

**Overview.** As indicated in Table IV, of the 5,475 individuals who applied for positions with the City in FY 2005, 5,017 (92%) were certified as meeting the minimum qualifications for the position for which they applied. Tables V through V-E show the numbers of individuals who were certified and interviewed for City positions in FY 2005, as well as the interview rate (percentage of the number interviewed divided by the number certified). Of the 5,017 individuals who were certified, 688 were interviewed, for an overall interview rate of 14%.

### **ANALYSIS OF INTERVIEW RATES BY PROTECTED CLASS**

**Female Applicants Interviewed by Fiscal Year**

	<b>FY2001</b>	<b>FY2002</b>	<b>FY2003</b>	<b>FY2004</b>	<b>FY2005</b>
# Certified (with "female" stated)	2,915	2,099	1,598	1,746	1,673
# Interviewed	857	529	417	324	240
% Rate Interviewed	29%	25%	26%	19%	14%
% of All Interviewed Applicants with Voluntary Information Supplied	46.9 % of 1,826	52.3% of 991	45.2% of 922	41.4% of 781	35% of 688

**Trends:** In FY 2005 there were 1,673 females certified, and 240 were interviewed, for an interview rate of 14%. The overall interview rate for females was comparable higher to the overall rate of 14% for males.

**African American Male/Female Interviewed by Fiscal Year**

	<b>FY2001</b>	<b>FY2002</b>	<b>FY2003</b>	<b>FY 2004</b>	<b>FY2005</b>
# Certified (African American stated)	2,453	1,665	1,665	1,435	1,608
# Interviewed	779	406	346	230	232
% Rate Interviewed	32%	22%	26%	16%	14%
% of All Interviewed Applicants with Voluntary Information Supplied	42.6% of 1,826	41% of 991	37.5% of 992	29.4% of 781	34% of 688

**Trends:** Of the 1,608 African Americans who were certified for City positions in FY 2005, 232 or 14% were selected for an interview. This interview rate was comparable to the overall rate for all applicants (14%).

**Hispanic Male/Female Applicants Interviewed by Fiscal Year**

	FY2001	FY2002	FY2003	FY2004	FY2005
# Certified (with Hispanic stated)	339	237	234	236	237
# Interviewed	147	67	58	50	30
% Rate Interviewed	43%	28%	25%	21%	13%
% of All Interviewed Applicants with Voluntary Information Supplied	8% of 1,826	6.8% of 1,991	6.3% of 922	6.4% of 781	4.3% of 688

**Trends:** In FY 2005, 237 Hispanics were certified for City jobs, a slight increase compared to 236 certified in FY 2004. The interview selection rate for Hispanic applicants was 13% compared to 14% for the overall interview rate.

**Asian Male/Female Applicants Interviewed by Fiscal Year**

	FY2001	FY2002	FY2003	FY2004	FY2005
# Certified (with Asian stated)	238	243	178	236	176
# Interviewed	73	43	25	34	21
% Rate Interviewed	31%	18%	14%	13%	12%
% of All Interviewed Applicants with Voluntary Information Supplied	3.9% of 1,826	4.3% of 991	2.7% of 922	4.3% of 781	3.7% of 688

**Trends:** Of the 176 Asian individuals who were certified, 21 were selected for an interview, for an interview rate of 12%, lower than the interview rate for all applicants of 14%.

**Applicants with Disabilities Interviewed by Fiscal Year**

	FY2001	FY2002	FY2003	FY2004	FY2005
# Certified (with Disability stated yes)	115	79	65	91	123
# Interviewed	36	18	14	14	13
% Rate Interviewed	31%	23%	22%	15%	10%
% of All Interviewed Applicants with Voluntary Information Supplied	1.9% of 1,826	1.8% of 991	1.5% of 922	1.8% of 781	1.8% of 688

**Trends:** In FY 2005, of 123 persons with disabilities who were certified for City positions, 13 were selected for interview, an interview rate of 10%. This is slightly lower than the 14% interview selection rate for all applicants.

**Applicants Over Age 40 Interviewed by Fiscal Year**

	<b>FY2001</b>	<b>FY2002</b>	<b>FY2003</b>	<b>FY2004</b>	<b>FY2005</b>
# Certified (with age >40 stated)	1,324	1,061	747	991	875
# Interviewed	511	332	259	241	201
% Rate Interviewed	39%	31%	35%	24%	23%
% of All Interviewed Applicants with Voluntary Information Supplied	38% of 1,826	33.5% of 991	28% of 922	<b>31% of 781</b>	29% of 688

**Trends:** Of the 75 applicants over the age of 40 who were certified for City positions, 201 were selected for an interview, for an interview rate of 23%— higher than the overall interview rate of 14%. The level of job experience this age group presents on applications makes them more likely to meet or exceed the preferred requirements, and, therefore, they are more likely to be interviewed. This group met or interviewed at a higher rate than the overall pool of applicants in six job groups. In Table V-B, the interview rate for individuals over 40, broken down by age bands demonstrates the same trend. More specifically, the interview rate of those ages 50-54 was 22%; in the 55-59 age group the interview rate was 30%; in the 60-64 age group the interview rate was 30%, and the interview rate for those age 65 and over was 50%. All of these groups interviewed at a significantly higher rate than the rate for all applicants.

**Vietnam Veterans:** Of the 58 self-identified Vietnam veterans who were certified, 8, or 16%, were interviewed, an interview rate slightly higher than as the overall interview rate of 14% for all applicants.

**PHASE III: INTERVIEWED AND SELECTED**

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**Overview.** As a requirement of the recruitment process, every hiring official must complete a form indicating whether the position they are filling is in a job group in which females or minorities are underutilized. Additionally, to ensure the use of diverse panels, the hiring official must indicate the name, race, and gender of each individual who will participate on the interview panel. This form is submitted to the Affirmative Action Officer for approval. The Personnel Services Department and the Affirmative Action Officer worked closely with the hiring departments on the development of interview questions, panel selections, and other hiring questions regarding the hiring process. To the greatest extent possible, City officials are expected to ensure that all interview panels are diverse and, particularly, that they include members of underutilized groups.

In FY 2005, of the 688 individuals who were interviewed, 205 were selected for hire, for an overall selection rate of 30%, which is slightly higher than FY 2004, when 781 individuals were interviewed and 192 individuals were hired for an overall selection rate of 24%. The number of vacancies increased during FY 2005. Fiscal Year 2005 mirrored the previous five fiscal years, with the exception of FY 2001, which was a peak year for filled jobs.

**ANALYSIS OF SELECTION RATES BY PROTECTED CLASS**

**Female Applicants Selected by Fiscal Year**

	<b>FY2001</b>	<b>FY2002</b>	<b>FY2003</b>	<b>FY2004</b>	<b>FY2005</b>
<b># Interviewed (with female stated)</b>	857	529	417	324	240
<b># Selected</b>	219	142	111	87	64
<b>% Rate Selected</b>	26%	27%	27%	27%	27%
<b>% of All Selected Applicants with Voluntary Information Supplied</b>	52% of 423	52% of 271	48% of 231	45% of 192	31% of 205

**Trends:** Of the 205 jobs advertised, females filled 64 in FY 2005. The overall selection rate for females was 27%, which is lower than the overall selection rate of all selected at 30%. Females represented 31% of all certified applicants, and 45% of all applicants selected for City positions in FY 2005, while males represented 41% of the total certified applicant pool and 43% of those selected.

**African American Male/Female Applicants Selected by Fiscal Year**

	<b>FY2001</b>	<b>FY2002</b>	<b>FY2003</b>	<b>FY2004</b>	<b>FY2005</b>
<b># Interviewed (with African American stated)</b>	779	406	346	230	232
<b># Selected</b>	187	104	94	83	68
<b>% Rate Selected</b>	24%	26%	27%	36%	29%
<b>% of All Selected Applicants with Voluntary Information Supplied</b>	44% of 423	38% of 271	40% of 231	43% of 192	33% of 205

**Trends:** The selection rate for African American applicants was 68 (33%) of 205 positions filled; this selection rate exceeds the overall selection rate for all candidates of 30%.

**Hispanic Male/Female Applicants Selected by Fiscal Year**

	<b>FY2001</b>	<b>FY2002</b>	<b>FY2003</b>	<b>FY2004</b>	<b>FY2005</b>
<b># Interviewed (with Hispanic stated)</b>	147	67	58	50	30
<b># Selected</b>	36	24	21	25	10
<b>% Rate Selected</b>	24%	36%	36%	50%	33%
<b>% of All Selected Applicants with Voluntary Information Supplied</b>	8% of 423	9% of 271	9% of 231	13% of 192	4.8% of 205

**Trends:** Hispanics were selected at a rate of 33%, which is above the rate for all applicants of 30%. This decrease in the Hispanic selection rate is being evaluated for possible barriers in the overall hiring process.

**Asian Male/Female Applicants Selected by Fiscal Year**

	<b>FY2001</b>	<b>FY2002</b>	<b>FY2003</b>	<b>FY2004</b>	<b>FY2005</b>
<b># Interviewed (with Asian stated)</b>	73	43	25	34	21
<b># Selected</b>	11	9	7	7	5
<b>% Rate Selected</b>	15%	21%	28%	21%	23%
<b>% of All Selected Applications with Voluntary Information Supplied</b>	2.6% of 423	3% of 271	3% of 231	3.6% of 192	2.4 of 205

**Trends:** The selection rate for Asians was 23% in FY 2005. Although there was an increase in applicants from this group, the small numbers of Asians who applied make it difficult to provide meaningful statistical comparisons. Of the 205 positions filled in FY 2005, 5, or 2,4% of the individuals selected were Asian. These percentages have slightly increased since FY 2001.

**Applicants with Disabilities Selected by Fiscal Year**

	<b>FY2001</b>	<b>FY2002</b>	<b>FY2003</b>	<b>FY2004</b>	<b>FY2005</b>
<b># Interviewed (with Disability stated yes)</b>	36	18	14	14	13
<b># Selected</b>	10	6	3	3	4
<b>% Rate Selected</b>	28%	33%	21%	21%	31%
<b>% of All Selected Applicants with Voluntary Information Supplied</b>	2.3% of 423	2.2% of 271	1.3% of 231	<b>1.5% of 192</b>	1.9% of 205

**Trends:** The selection rate for persons with disabilities in FY 2005 was 31%;13 self identified persons with disabilities were interviewed. One of the four individuals selected were hired from outside the City workforce. The accuracy of the numbers of individuals with disabilities applying for City jobs depends solely on the applicants' willingness to voluntarily disclose their disabilities on the Affirmative Action Data Form. Therefore, with respect to disabilities, the numbers reflected in this report may not accurately capture all of the hires of persons with disabilities, or those who could qualify under this protected class if they chose to self identify.

**Applicants Over Age 40 Selected by Fiscal Year**

	<b>FY2001</b>	<b>FY2002</b>	<b>FY2003</b>	<b>FY2004</b>	<b>FY2005</b>
<b># Interviewed (with age &gt;40 stated)</b>	511	332	259	241	201
<b># Selected</b>	138	104	85	73	54
<b>% Rate Selected</b>	27%	31%	33%	30%	27%
<b>% of All Selected Applicants with Voluntary Information Supplied</b>	33% of 423	38% of 271	36.8% of 231	38% of 192	26% of 205

**Trends:** The FY 2005 selection rate for older workers was 27%; 54 of 201 interviewed applicants were selected for City positions. This selection rate is slightly lower than the overall selection rate of 30% for all hires in FY 2005.

**Vietnam Veterans:** The selection rate for self-identified Vietnam veterans was 25%. Two out of eight applicants interviewed were selected. These individuals are included in the greater than age 40 chart above, assuming they also supplied the voluntary age data.

## **SUMMARY OF PROMOTIONAL DATA**

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**Overview of Promotional Tables** The following section summarizes the outcomes of the promotional hires made in FY 2005. Tables IV-C, V-C, and VI-C; Tables IV-D, V-D, and VI-D; and Tables IV-E, V-E, and VI-E break down the promotional data by the number applied/certified, certified/interviewed, and interviewed/selected, respectively, according to gender, race, ethnicity, disability status, age 40 and older, Vietnam Veteran-status, and by five-year age bands. Of the 205 positions that were filled in FY 2005, 56 (27%) were filled by internal candidates through the promotional process. Table IV-C shows that 361 City employees applied for vacancies and 355 (98%) of their applications were certified. Of those certified, 182 (51%) were interviewed (Table V-C), and subsequently 56 (27%) of those interviewed were selected (table VI-B). The following general trends are evident in the promotional applicant tracking data, according to protected class:

**Females:** Females accounted for 38% of the applicants for promotional opportunities, and 98% of these female applicants were certified – slightly higher than the certification rate for males. Of the 138 females who were certified for internal opportunities, 54% (75) were interviewed. Of the females interviewed, 39% (22) were selected, a selection rate which was higher than the group as a whole. Male internal candidates were selected at a 39% rate. Females were selected for 39% of the jobs that were filled internally. (See Tables IV-C, V-C, and VI-C)

**African Americans:** Of the 141 African Americans who applied for promotional positions, 91% (97) were certified — a certification rate comparable to the overall certification rate for all internal applicants. Of the African Americans who were certified, 55% (78) were interviewed, a rate slightly higher than the overall interview rate of 51%; well above the adverse impact test rate. Of the 78 African Americans who were interviewed, 32% (25) were selected for the job, a rate significantly higher than the overall selection rate of 31%. (See Tables IV-C, V-C, and VI-C.)

**Hispanics:** Approximately 5% of the City employees who applied for promotional opportunities were Hispanic, and 95% (20) of the Hispanics who applied were certified. Of the 20 Hispanic employees who were certified, 50% (10) were selected for an interview. Of those Hispanic individuals interviewed, four were hired, for a selection rate of 40%, which represents a significant decrease from FY 2004 (67%). This selection rate is higher than the overall selection rate of 31%. Of the 56 City employees who were selected internally, 7% (4) of these individuals were Hispanic. (See Tables IV-C, V-C, and VI-C)

**Asian:** The number of Asian employees who applied for vacancies through the internal promotional process (4) was too small to make meaningful comparisons. The tracking figures show that of the four Asian employees who applied for promotion, all of these individuals were certified, one was interviewed, but two were not selected for hire. (See Tables IV-C, V-C, and VI-C)

**Persons with Disabilities:** According to the applicant tracking data shown in Tables IV-D, V-D, and VI-D, nine self-identified persons with disabilities applied for promotional opportunities in FY 2005, and all were certified. Of those certified, 22% (2) were interviewed. Of those interviewed, one person was for internal promotions.

**Older Workers (over age 40):** According to the applicant tracking data displayed in Tables IV-D, V-D, and VI-D, of the City employees applying for promotional opportunities, 51% were workers over the age of 40. Specifically, 99% (158) of all the applicants over the age of 40 who applied were certified. Of the 100 older workers interviewed, 31% (31) were selected, a selection rate comparable to the overall promotional selection rate of 32%. Therefore, of the 56 City employees who were selected for internal promotional opportunities, 45% of these individuals were over the age of 40. Further, Tables IV-E, V-E, and VI-E provide a more detailed look at the promotional tracking by age band.

**Vietnam-era Veterans:** In FY 2005, five City employees who are Vietnam Veterans applied for promotional opportunities. All five Vietnam Veterans were certified, one was interviewed, but none were selected.

## **CONCLUSION - APPLICANT TRACKING**

The City remains firmly committed to recruiting a qualified, diverse pool of applicants into its workforce, particularly in job groups in which females or minorities are underutilized. Although employee turnover is fairly low, the City continues its aggressive recruitment efforts to improve the diversity of the workforce. As the City's workforce becomes more diverse, one would expect that upward mobility efforts will impact concomitantly the diversity at all levels of employment.

Staff will continue to monitor the City's workforce composition as well as the applicant tracking data to ensure that no barriers exist to hinder the development of an inclusive and representative workforce will continue its recruitment outreach efforts to ensure that highly qualified applicants who are representative of the diversity of the recruitment area are attracted to employment opportunities within the workforce of the City of Alexandria.

**TABLE IV**

Applicant Tracking

Table IV, Certification Rates - Male  
Applied and Certified  
Gender/Race/Ethnicity

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%			
21 OFFICIAL - ADMIN	132	126	95	46	43	93	16	16	100	1	1	100	3	3	100	1	1	100	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0	0	0	
22 PROFESSIONAL	1680	1587	94	196	189	96	179	167	93	32	29	91	45	44	98	1	1	100	4	4	100	1	1	100	0	0	0	3	3	100	1	1	100	1	1	100
TECHNICAL	1680	1514	90	253	240	95	238	195	82	46	41	89	30	27	90	3	3	100	4	4	100	0	0	0	0	0	0	1	1	100	0	0	0	0	0	0
24 PUBLIC SAFETY	1151	1106	96	314	308	98	228	215	94	50	47	94	22	22	100	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
25 PUBLIC SAFETY/NON-SWORN	215	205	95	12	12	100	21	20	95	5	4	80	7	7	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
26 ADMINISTRATIVE SUPPORT	323	302	93	17	17	100	56	50	89	8	7	88	5	5	100	0	0	0	0	0	0	0	0	0	1	1	100	2	2	100	0	0	0	0	0	0
27 SKILLED CRAFT	103	56	54	6	2	33	50	28	56	12	8	67	1	0	0	1	1	100	3	2	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28 SERVICE - MAINTENANCE	191	121	63	12	7	58	83	55	66	24	15	63	4	2	50	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Totals</b>	<b>5475</b>	<b>5017</b>	<b>92</b>	<b>856</b>	<b>818</b>	<b>96</b>	<b>871</b>	<b>746</b>	<b>86</b>	<b>178</b>	<b>152</b>	<b>85</b>	<b>117</b>	<b>110</b>	<b>94</b>	<b>8</b>	<b>8</b>	<b>100</b>	<b>12</b>	<b>11</b>	<b>92</b>	<b>2</b>	<b>2</b>	<b>100</b>	<b>1</b>	<b>1</b>	<b>100</b>	<b>6</b>	<b>6</b>	<b>100</b>	<b>1</b>	<b>1</b>	<b>100</b>	<b>1</b>	<b>1</b>	<b>100</b>

Percentages are: certified(Cert) as a percentage of applied(Appl).

Example: Looking at W/nH in the OFFICIAL -ADMIN Job Group: 38 W/nH applied for Official Admin jobs. 36 are certified. Dividing the amount certified by the amount applied (36/38) and multiplying by 100 yields a percentage of 94.7, rounded to 95%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

Applicant Tracking

Table IV, Certification Rates - Female  
Applied and Certified  
Gender/Race/Ethnicity

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%			
21 OFFICIAL - ADMIN	132	126	95	21	21	100	3	3	100	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
22 PROFESSIONAL	1680	1587	94	299	286	96	297	273	92	42	39	93	47	46	98	1	1	100	10	10	100	1	1	100	1	1	100	3	3	100	1	1	100	4	4	100
TECHNICAL	1680	1514	90	209	205	98	331	295	89	46	44	96	13	13	100	4	4	100	12	10	83	0	0	0	0	0	0	4	4	100	1	1	100	2	2	100
24 PUBLIC SAFETY	1151	1106	96	51	50	98	114	111	97	13	13	100	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
25 PUBLIC SAFETY/NON-SWORN	215	205	95	8	8	100	37	35	95	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
26 ADMINISTRATIVE SUPPORT	323	302	93	17	17	100	115	106	92	9	8	89	7	6	86	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	100		
27 SKILLED CRAFT	103	56	54	0	0	0	2	1	50	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
28 SERVICE - MAINTENANCE	191	121	63	2	0	0	7	5	71	6	3	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
<b>Totals</b>	<b>5475</b>	<b>5017</b>	<b>92</b>	<b>607</b>	<b>587</b>	<b>97</b>	<b>906</b>	<b>829</b>	<b>92</b>	<b>119</b>	<b>109</b>	<b>92</b>	<b>68</b>	<b>66</b>	<b>97</b>	<b>5</b>	<b>5</b>	<b>100</b>	<b>22</b>	<b>20</b>	<b>91</b>	<b>1</b>	<b>1</b>	<b>100</b>	<b>1</b>	<b>1</b>	<b>100</b>	<b>7</b>	<b>7</b>	<b>100</b>	<b>2</b>	<b>2</b>	<b>100</b>	<b>8</b>	<b>8</b>	<b>100</b>

Percentages are: certified(Cert) as a percentage of applied(Appl).

Example: Looking at B/W/nH in the TECHNICAL Job Group: 12 B/W/nH applied for TECHNICAL jobs. 10 are certified. Dividing the amount certified by the amount applied (10/12) and multiplying by 100 yields a percentage of 83.3, rounded to 83%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

**TABLE V**

Table V, Interview Rates - Male  
 Certified and Interviewed  
 Gender/Race/Ethnicity

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%			
21 OFFICIAL - ADMIN	126	29	23	43	9	21	16	3	19	1	0	0	3	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0		
22 PROFESSIONAL	1587	265	17	188	29	15	167	42	25	29	1	3.4	45	7	16	1	1	100	4	2	50	1	0	0	0	0	0	3	1	33	1	0	0	1	0	0
TECHNICAL	1514	201	13	241	45	19	195	31	16	41	5	12	26	4	15	3	0	0	4	1	25	0	0	0	0	0	0	1	0	0	0	0	0	0	0	
24 PUBLIC SAFETY	1106	44	4	308	8	3	215	9	4	47	0	0	22	3	14	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
25 PUBLIC SAFETY/NON-SWORN	205	70	34	20	16	30	34	9	26	4	3	75	7	2	29	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
26 ADMINISTRATIVE SUPPORT	302	59	20	17	3	18	50	4	8	7	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	2	0	0	0	0	0	
27 SKILLED CRAFT	56	7	13	2	1	50	28	4	14	8	2	25	0	0	0	1	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
28 SERVICE - MAINTENANCE	121	13	11	7	1	14	55	6	11	15	1	6.7	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Totals</b>	<b>5017</b>	<b>688</b>	<b>14</b>	<b>826</b>	<b>102</b>	<b>12</b>	<b>760</b>	<b>108</b>	<b>14</b>	<b>152</b>	<b>12</b>	<b>8</b>	<b>110</b>	<b>16</b>	<b>15</b>	<b>8</b>	<b>1</b>	<b>13</b>	<b>11</b>	<b>3</b>	<b>27</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>1</b>	<b>17</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>

Percentages are: interviewed(Int) as a percentage of certified(Cert).

Example: Looking at B/nH in the OFFICIAL -ADMIN Job Group: 16 B/nH Certified for Official Admin jobs. 3 were interviewed. Dividing the amount interviewed by the amount certified (3/16) and multiplying by 100 yields a percentage of 18.75, rounded to 19%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

Applicant Tracking

Table V, Interview Rates - Female  
 Certified and Interviewed  
 Gender/Race/Ethnicity

City of Alexandria, Virginia  
 Full-time Employees  
 Requisitions that closed in FY 2005

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%			
21 OFFICIAL - ADMIN	126	29	23	21	5	24	3	1	33	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
22 PROFESSIONAL	1587	265	17	287	50	17	274	45	16	39	6	15	46	5	11	1	0	0	10	1	10	1	0	0	1	0	0	3	0	0	1	0	0	4	0	0
2 TECHNICAL	1514	201	13	204	17	8	294	29	10	44	6	14	13	0	0	4	1	25	10	2	20	0	0	0	0	0	4	0	0	1	0	0	2	1	50	
24 PUBLIC SAFETY	1106	44	4	50	4	8	111	2	2	13	1	7.7	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
25 PUBLIC SAFETY/NON-SWORN	205	70	34	23	6	26	54	22	41	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
26 ADMINISTRATIVE SUPPORT	302	59	20	17	4	24	106	24	23	8	3	38	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	100	
27 SKILLED CRAFT	56	7	13	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
28 SERVICE - MAINTENANCE	121	13	11	0	0	0	5	1	20	3	2	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Totals</b>	<b>5017</b>	<b>688</b>	<b>14</b>	<b>602</b>	<b>86</b>	<b>14</b>	<b>848</b>	<b>124</b>	<b>15</b>	<b>112</b>	<b>218</b>	<b>16</b>	<b>66</b>	<b>5</b>	<b>8</b>	<b>5</b>	<b>1</b>	<b>20</b>	<b>20</b>	<b>3</b>	<b>15</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>3</b>	<b>33</b>

Percentages are: interviewed(Int) as a percentage of certified(Cert).

Example: Looking at W/nH in the OFFICIAL -ADMIN Job Group: 21 W/nH Certified for Official Admin jobs. 5 were interviewed. Dividing the amount interviewed by the amount certified (5/21) and multiplying by 100 yields a percentage of 23.81, rounded to 24%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

**TABLE VI**

Applicant Tracking

Table VI, Selection Rates - Male  
Interviewed and Selected  
Gender/Race/Ethnicity

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%			
21 OFFICIAL - ADMIN	29	8	28	9	3	33	3	2	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
22 PROFESSIONAL	265	56	21	29	5	17	42	9	21	1	0	0	7	0	0	1	0	0	2	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0		
23 TECHNICAL	201	75	37	45	20	44	31	13	42	5	2	40	4	2	50	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
24 PUBLIC SAFETY	44	31	70	8	7	88	9	8	89	0	0	0	3	1	33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
25 PUBLIC SAFETY/NON-SWORN	70	6	9	6	2	33	9	1	11	3	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
26 ADMINISTRATIVE SUPPORT	59	16	27	3	3	100	4	1	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
27 SKILLED CRAFT	7	4	57	1	0	0	4	3	75	2	1	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
28 SERVICE - MAINTENANCE	13	9	69	1	1	100	6	5	83	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
<b>Totals</b>	<b>688</b>	<b>205</b>	<b>30</b>	<b>102</b>	<b>41</b>	<b>40</b>	<b>108</b>	<b>42</b>	<b>39</b>	<b>12</b>	<b>3</b>	<b>25</b>	<b>16</b>	<b>3</b>	<b>19</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

Percentages are: selected (Sel) as a percentage of interviewed (Int).

Example: Looking at B/nH in the OFFICIAL -ADMIN Job Group: 3 B/nH interviewed for Official Admin jobs. 2 were selected. Dividing the amount selected by the amount interviewed (2/3) and multiplying by 100 yields a percent of 66.66, rounded to 67%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

Table VI, Selection Rates - Female  
Interviewed and Selected  
Gender/Race/Ethnicity

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OP/nH			B2/nH		
	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%			
21 OFFICIAL - ADMIN	29	8	28	5	2	40	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
22 PROFESSIONAL	265	56	21	50	12	24	45	11	24	6	2	33	5	2	40	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
23 TECHNICAL	201	75	37	17	10	59	29	9	31	6	1	17	0	0	0	1	1	100	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
24 PUBLIC SAFETY	44	31	70	4	1	25	2	1	50	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
25 PUBLIC SAFETY/NON-SWORN	70	6	9	6	0	0	22	1	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
26 ADMINISTRATIVE SUPPORT	59	16	27	4	1	25	24	4	17	3	1	33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
27 SKILLED CRAFT	7	4	57	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
28 SERVICE - MAINTENANCE	13	9	69	0	0	0	1	0	0	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
<b>Totals</b>	<b>688</b>	<b>205</b>	<b>30</b>	<b>86</b>	<b>26</b>	<b>30</b>	<b>124</b>	<b>26</b>	<b>21</b>	<b>18</b>	<b>37</b>	<b>39</b>	<b>5</b>	<b>2</b>	<b>40</b>	<b>1</b>	<b>1</b>	<b>100</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			

Percentages are: selected (Sel) as a percentage of interviewed (Int).

Example: Looking at W/nH in the OFFICIAL -ADMIN Job Group: 5 W/nH interviewed for Official Admin jobs. 2 were selected. Dividing the amount selected by the amount interviewed (2/5) and multiplying by 100 yields a percent of 40%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

**TABLE IV-A**

Applicant Tracking

**Table IV-A, Certification Rates  
Applied and Certified  
Persons With Disabilities, Older Workers, & Vietnam Veterans**

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			Disabled			40 and Older			Vietnam Veteran		
	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%
21 OFFICIAL - ADMIN	132	126	95	4	4	100	66	64	97	4	4	100
22 PROFESSIONAL	1680	1587	94	45	44	98	329	320	97	20	19	95
23 TECHNICAL	1680	1514	90	38	35	92	285	270	95	17	13	76
24 PUBLIC SAFETY	1151	1106	96	15	15	100	71	68	96	11	8	73
25 PUBLIC SAFETY/NON-SWORN	215	205	95	7	6	86	37	32	86	2	2	100
26 ADMINISTRATIVE SUPPORT	323	302	93	14	14	100	71	67	94	4	4	100
27 SKILLED CRAFT	103	56	54	2	2	100	31	15	48	0	0	0
28 SERVICE - MAINTENANCE	191	121	63	5	3	60	53	39	74	0	0	0
<b>Totals</b>	<b>5475</b>	<b>5017</b>	<b>92</b>	<b>130</b>	<b>123</b>	<b>95</b>	<b>943</b>	<b>875</b>	<b>93</b>	<b>58</b>	<b>50</b>	<b>86</b>

Percentages are: certified(Cert) as a percentage of applied(Appl).

Example: Looking at disabled in the PROFESSIONAL Job Group: 45 disabled persons applied for Professional jobs. 44 were certified. Dividing the amount certified by the amount applied (44/45) and multiplying by 100 yields a percentage of 97.7, rounded to 98%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

**TABLE V-A**

Applicant Tracking

Table V, Interview Rates - Male  
 Certified and Interviewed  
 Gender/Race/Ethnicity

City of Alexandria, Virginia  
 Full-time Employees  
 Requisitions that closed in FY 2005

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH			
	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%				
21 OFFICIAL - ADMIN	126	29	23	43	9	21	16	3	19	1	0	0	3	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0			
22 PROFESSIONAL	1587	265	17	188	29	15	167	42	25	29	1	3.4	45	7	16	1	1	100	4	2	50	1	0	0	0	0	0	3	1	33	1	0	0	1	0	0	
TECHNICAL	1514	201	13	241	45	19	195	31	16	41	5	12	26	4	15	3	0	0	4	1	25	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	
24 PUBLIC SAFETY	1106	44	4	308	8	3	215	9	4	47	0	0	22	3	14	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
25 PUBLIC SAFETY/NON-SWORN	205	70	34	20	16	30	34	9	26	4	3	75	7	2	29	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
26 ADMINISTRATIVE SUPPORT	302	59	20	17	3	18	50	4	8	7	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	2	0	0	0	0	0	0	0	0
27 SKILLED CRAFT	56	7	13	2	1	50	28	4	14	8	2	25	0	0	0	1	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28 SERVICE - MAINTENANCE	121	13	11	7	1	14	55	6	11	15	1	6.7	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Totals</b>	<b>5017</b>	<b>688</b>	<b>14</b>	<b>826</b>	<b>102</b>	<b>12</b>	<b>760</b>	<b>108</b>	<b>14</b>	<b>152</b>	<b>12</b>	<b>8</b>	<b>110</b>	<b>16</b>	<b>15</b>	<b>8</b>	<b>1</b>	<b>13</b>	<b>11</b>	<b>13</b>	<b>27</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>1</b>	<b>17</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	

Percentages are: interviewed(Int) as a percentage of certified(Cert).

Example: Looking at B/nH in the OFFICIAL -ADMIN Job Group: 16 B/nH Certified for Official Admin jobs. 3 were interviewed. Dividing the amount interviewed by the amount certified (3/16) and multiplying by 100 yields a percentage of 18.75, rounded to 19%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

Table V, Interview Rates - Female  
 Certified and Interviewed  
 Gender/Race/Ethnicity

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%			
21 OFFICIAL - ADMIN	126	29	23	21	5	24	3	1	33	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
22 PROFESSIONAL	1587	265	17	287	50	17	274	45	16	39	6	15	46	5	11	1	0	0	10	1	10	1	0	0	1	0	0	3	0	0	1	0	0	4	0	0
23 TECHNICAL	1514	201	13	204	17	8	294	29	10	44	6	14	13	0	0	4	1	25	10	2	20	0	0	0	0	0	4	0	0	1	0	0	2	1	50	
24 PUBLIC SAFETY	1106	44	4	50	4	8	111	2	2	13	1	7.7	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
25 PUBLIC SAFETY/NON-SWORN	205	70	34	23	6	26	54	22	41	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	100	
26 ADMINISTRATIVE SUPPORT	302	59	20	17	4	24	106	24	23	8	3	38	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
27 SKILLED CRAFT	56	7	13	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
28 SERVICE - MAINTENANCE	121	13	11	0	0	0	5	1	20	3	2	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Totals</b>	<b>5017</b>	<b>688</b>	<b>14</b>	<b>602</b>	<b>86</b>	<b>14</b>	<b>848</b>	<b>124</b>	<b>15</b>	<b>112</b>	<b>618</b>	<b>16</b>	<b>66</b>	<b>35</b>	<b>8</b>	<b>5</b>	<b>1</b>	<b>20</b>	<b>20</b>	<b>3</b>	<b>15</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>3</b>	<b>33</b>

Percentages are: interviewed(Int) as a percentage of certified(Cert).

Example: Looking at W/nH in the OFFICIAL -ADMIN Job Group: 21 W/nH Certified for Official Admin jobs. 5 were interviewed. Dividing the amount interviewed by the amount certified (5/21) and multiplying by 100 yields a percentage of 23.81, rounded to 24%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

**TABLE VI-A**

Applicant Tracking

**Table VI-A, Selection Rates  
Interviewed and Selected  
Persons With Disabilities, Older Workers, & Vietnam Veterans**

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			Disabled			40 and Older			Vietnam Veteran		
	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%
21 OFFICIAL - ADMIN	29	8	28	0	0	0	17	7	41	0	0	0
22 PROFESSIONAL	265	56	21	4	0	0	87	18	21	5	1	20
23 TECHNICAL	201	75	37	3	2	67	60	17	28	2	1	50
24 PUBLIC SAFETY	44	31	70	3	2	67	3	3	100	0	0	0
25 PUBLIC SAFETY/NON-SWORN	70	6	9	1	0	0	10	1	10	0	0	0
26 ADMINISTRATIVE SUPPORT	59	16	27	2	0	0	17	3	18	1	0	0
27 SKILLED CRAFT	7	4	57	0	0	0	1	1	100	0	0	0
28 SERVICE - MAINTENANCE	13	9	69	0	0	0	6	4	67	0	0	0
<b>Totals</b>	<b>688</b>	<b>205</b>	<b>30</b>	<b>13</b>	<b>4</b>	<b>31</b>	<b>201</b>	<b>54</b>	<b>27</b>	<b>8</b>	<b>2</b>	<b>25</b>

Percentages are: Selected(Sel) as a percentage of Interviewed(Int).

Example: Looking at 40 and Older in the OFFICIAL -ADMIN Job Group: 17 people 40 years and older interviewed for Official Admin jobs. 7 were selected. Dividing the amount selected by the amount interviewed (7/17) and multiplying by 100 yields a percentage of 41.18, rounded to 41%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

**TABLE IV-B**

Applicant Tracking

Table IV-B, Certification Rates  
Applied and Certified  
Age Bands

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			40 - 44			45 - 49			50 - 54			55 - 59			60 - 64			65 and Older		
	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%
21 OFFICIAL - ADMIN	132	126	95	13	13	100	19	18	95	19	18	95	13	13	100	2	2	100	0	0	0
22 PROFESSIONAL	1680	1587	94	118	115	97	84	82	98	76	74	97	33	31	94	18	18	100	0	0	0
23 TECHNICAL	1680	1514	90	107	103	96	86	81	94	54	50	93	30	28	93	7	7	100	1	1	100
24 PUBLIC SAFETY	1151	1106	96	42	40	95	16	16	100	10	9	90	2	2	100	1	1	100	0	0	0
25 PUBLIC SAFETY/NON-SWORN	215	205	95	17	14	82	9	9	100	8	6	75	2	2	100	1	1	100	0	0	0
26 ADMINISTRATIVE SUPPORT	323	302	93	33	31	94	16	16	100	12	11	92	7	6	86	2	2	100	1	1	100
27 SKILLED CRAFT	103	56	54	17	10	59	10	5	50	3	0	0	1	0	0	0	0	0	0	0	0
28 SERVICE - MAINTENANCE	191	121	63	20	17	85	23	14	61	9	7	78	1	1	100	0	0	0	0	0	0
<b>Totals</b>	<b>5475</b>	<b>5017</b>	<b>92</b>	<b>367</b>	<b>343</b>	<b>93</b>	<b>263</b>	<b>241</b>	<b>92</b>	<b>191</b>	<b>175</b>	<b>92</b>	<b>89</b>	<b>83</b>	<b>93</b>	<b>31</b>	<b>31</b>	<b>100</b>	<b>2</b>	<b>2</b>	<b>100</b>

Percentages are: certified(Cert) as a percentage of applied(Appl).

Example: Looking at 45 - 49 in the OFFICIAL -ADMIN Job Group:19 individuals between the ages of 45 and 49, applied for Official Admin jobs. 18 are certified. Dividing the amount certified by the amount applied (18/19) and multiplying by 100 yields a percentage of 94.7, rounded to 95%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

**TABLE V-B**

Applicant Tracking

Table V-B, Interview Rates  
Certified and Interviewed  
Age Bands

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			40 - 44			45 - 49			50 - 54			55 - 59			60 - 64			65 and Older		
	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%
21 OFFICIAL - ADMIN	126	29	23	13	5	38	18	3	17	18	4	22	13	4	31	2	1	50	0	0	0
22 PROFESSIONAL	1587	265	17	115	27	23	82	26	32	74	18	24	31	11	35	18	5	28	0	0	0
23 TECHNICAL	1514	201	13	103	23	22	81	17	21	50	10	20	28	7	25	7	2	29	1	1	100
24 PUBLIC SAFETY	1106	44	4	40	1	3	16	1	6	9	1	11	2	0	0	1	0	0	0	0	0
25 PUBLIC SAFETY/NON-SWORN	205	70	34	14	5	36	9	2	22	6	1	17	2	1	50	1	1	100	0	0	0
26 ADMINISTRATIVE SUPPORT	302	59	20	31	6	19	16	3	19	11	5	45	6	2	33	2	1	50	1	0	0
27 SKILLED CRAFT	56	7	13	10	1	10	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28 SERVICE - MAINTENANCE	121	13	11	17	4	24	14	2	14	7	0	0	1	0	0	0	0	0	0	0	0
<b>Totals</b>	<b>5017</b>	<b>688</b>	<b>14</b>	<b>343</b>	<b>72</b>	<b>21</b>	<b>241</b>	<b>54</b>	<b>22</b>	<b>175</b>	<b>39</b>	<b>22</b>	<b>83</b>	<b>25</b>	<b>30</b>	<b>31</b>	<b>10</b>	<b>32</b>	<b>2</b>	<b>1</b>	<b>50</b>

Percentages are: Interviewed (Int) as a percentage of certified (Cert).

Example: Looking at 40 - 44 in the OFFICIAL -ADMIN Job Group: 13 individuals between the ages of 40 and 44, Certified for Official Admin jobs. 5 were interviewed.  
Dividing the amount interviewed by the amount certified (5/13) and multiplying by 100 yields a percentage of 38.4, rounded to 38%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

**TABLE VI-B**

Applicant Tracking

Table VI-B, Selection Rates  
Interviewed and Selected  
Age Bands

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			40 - 44			45 - 49			50 - 54			55 - 59			60 - 64			65 and Older		
	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%
21 OFFICIAL - ADMIN	29	8	28	5	1	20	3	1	33	4	2	50	4	2	50	1	1	100	0	0	0
22 PROFESSIONAL	265	56	21	27	5	19	26	5	19	18	6	33	11	1	9	5	1	20	0	0	0
23 TECHNICAL	201	75	37	23	4	17	17	7	41	10	1	10	7	3	43	2	1	50	1	1	100
24 PUBLIC SAFETY	44	31	70	1	1	100	1	1	100	1	1	100	0	0	0	0	0	0	0	0	0
25 PUBLIC SAFETY/NON-SWORN	70	6	9	5	1	20	2	0	0	1	0	0	1	0	0	1	0	0	0	0	0
26 ADMINISTRATIVE SUPPORT	59	16	27	6	1	17	3	0	0	5	1	20	2	0	0	1	1	100	0	0	0
27 SKILLED CRAFT	7	4	57	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28 SERVICE - MAINTENANCE	13	9	69	4	3	75	2	1	50	0	0	0	0	0	0	0	0	0	0	0	0
<b>Totals</b>	<b>688</b>	<b>205</b>	<b>30</b>	<b>72</b>	<b>17</b>	<b>24</b>	<b>54</b>	<b>15</b>	<b>28</b>	<b>39</b>	<b>11</b>	<b>28</b>	<b>25</b>	<b>6</b>	<b>24</b>	<b>10</b>	<b>4</b>	<b>40</b>	<b>1</b>	<b>1</b>	<b>100</b>

Percentages are: Selected (Sel) as a percentage of Interviewed (Int).

Example: Looking at 40 - 44 in the OFFICIAL -ADMIN Job Group: 5 individuals between the ages of 40 and 44, interviewed for Official Admin jobs. 1 were selected. Dividing the amount selected by the amount interviewed (1/5) and multiplying by 100 yields a percentage of 20%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

**TABLE IV-C**

Applicant Tracking

## Table IV-C, Promotional Certification Rates - Male Applied and Certified Gender/Race/Ethnicity

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			AW/nH			NH/OPI/nH			B2/nH		
	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%			
21 OFFICIAL - ADMIN	22	22	100	2	2	100	4	4	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
22 PROFESSIONAL	127	126	99	6	6	100	20	19	95	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
23 TECHNICAL	116	115	99	15	15	100	12	12	100	3	3	100	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
24 PUBLIC SAFETY	14	14	100	5	5	100	2	2	100	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
25 PUBLIC SAFETY/NON-SWORN	5	5	100	0	0	0	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
26 ADMINISTRATIVE SUPPORT	47	46	98	2	2	100	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
27 SKILLED CRAFT	11	9	82	1	0	0	5	5	100	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
28 SERVICE - MAINTENANCE	19	18	95	1	1	100	7	7	100	7	6	86	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
<b>Totals</b>	<b>361</b>	<b>355</b>	<b>98</b>	<b>32</b>	<b>31</b>	<b>97</b>	<b>53</b>	<b>52</b>	<b>98</b>	<b>12</b>	<b>11</b>	<b>92</b>	<b>3</b>	<b>3</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>										

Percentages are: certified(Cert) as a percentage of applied(Appl).

Example: Looking at A/nH in the TECHNICAL Job Group: 1 A/nH applied for Technical jobs. 1 were certified. Dividing the amount certified by the amount applied (1/1) and multiplying by 100 yields a percentage of 100%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

### Table IV-C, Promotional Certification Rates - Female Applied and Certified Gender/Race/Ethnicity

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%			
21 OFFICIAL - ADMIN	22	22	100	8	8	100	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
22 PROFESSIONAL	127	126	99	22	22	100	29	29	100	3	3	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
23 TECHNICAL	116	115	99	7	7	100	28	27	96	2	2	100	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	100		
24 PUBLIC SAFETY	14	14	100	0	0	0	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
25 PUBLIC SAFETY/NON-SWORN	5	5	100	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
26 ADMINISTRATIVE SUPPORT	47	46	98	2	2	100	25	24	96	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	100			
27 SKILLED CRAFT	11	9	82	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
28 SERVICE - MAINTENANCE	19	18	95	0	0	0	1	1	100	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
<b>Totals</b>	<b>361</b>	<b>355</b>	<b>98</b>	<b>39</b>	<b>39</b>	<b>100</b>	<b>88</b>	<b>86</b>	<b>98</b>	<b>9</b>	<b>9</b>	<b>100</b>	<b>1</b>	<b>1</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>100</b>									

Percentages are: certified(Cert) as a percentage of applied(Appl).

Example: Looking at A/nH in the TECHNICAL Job Group: 1 A/nH applied for Technical jobs. 1 were certified. Dividing the amount certified by the amount applied (1/1) and multiplying by 100 yields a percentage of 100%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

### Table V-C, Promotional Interview Rates - Male Certified and Interviewed Gender/Race/Ethnicity

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			MH/OPI/nH			B2/nH		
	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%			
21 OFFICIAL - ADMIN	22	12	55	2	0	0	4	2	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
22 PROFESSIONAL	126	74	59	6	4	67	19	13	68	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
23 TECHNICAL	115	50	43	15	9	60	12	8	67	3	3	100	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
24 PUBLIC SAFETY	14	1	7	5	1	20	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
25 PUBLIC SAFETY/NON-SWORN	5	1	20	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
26 ADMINISTRATIVE SUPPORT	46	34	74	2	1	50	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
27 SKILLED CRAFT	9	3	33	0	0	0	5	2	40	2	1	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
28 SERVICE - MAINTENANCE	18	7	39	1	1	100	7	2	29	6	1	17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
<b>Totals</b>	<b>355</b>	<b>182</b>	<b>51</b>	<b>31</b>	<b>16</b>	<b>52</b>	<b>52</b>	<b>27</b>	<b>52</b>	<b>11</b>	<b>5</b>	<b>45</b>	<b>3</b>	<b>1</b>	<b>33</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>									

Percentages are: Interviewed (Int) as a percentage of certified(Cert).

Example: Looking at B/nH in the OFFICIAL -ADMIN Job Group: 4 Males Certified for Official Admin jobs. 2 were interviewed. Dividing the amount interviewed by the amount certified (2/4) and multiplying by 100 yields a percentage of 50%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

Applicant Tracking

## Table V-C, Promotional Interview Rates - Female Certified and Interviewed Gender/Race/Ethnicity

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%			
21 OFFICIAL - ADMIN	22	12	55	8	3	38	2	1	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
22 PROFESSIONAL	126	74	59	22	10	45	29	21	72	3	1	33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
23 TECHNICAL	115	50	43	7	1	14	27	9	33	2	1	50	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
24 PUBLIC SAFETY	14	1	7	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
25 PUBLIC SAFETY/NON-SWORN	5	1	20	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
26 ADMINISTRATIVE SUPPORT	46	34	74	2	2	100	24	19	79	2	1	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
27 SKILLED CRAFT	9	3	33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
28 SERVICE - MAINTENANCE	18	7	39	0	0	0	1	1	100	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
<b>Totals</b>	<b>355</b>	<b>182</b>	<b>51</b>	<b>39</b>	<b>16</b>	<b>41</b>	<b>86</b>	<b>51</b>	<b>59</b>	<b>9</b>	<b>5</b>	<b>56</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>										

Percentages are: Interviewed (Int) as a percentage of certified(Cert).

Example: Looking at B/nH in the OFFICIAL -ADMIN Job Group: 2 B/nH Certified for Official Admin jobs. 1 were interviewed. Dividing the amount interviewed by the amount certified (1/2) and multiplying by 100 yields a percentage of 50%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

**TABLE VI-C**

### Table VI-C, Promotional Selection Rates - Male Interviewed and Selected Gender/Race/Ethnicity

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%			
21 OFFICIAL - ADMIN	12	3	25	0	0	0	2	1	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
22 PROFESSIONAL	74	21	28	4	1	25	13	5	38	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
23 TECHNICAL	50	16	32	9	4	44	8	4	50	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
24 PUBLIC SAFETY	1	1	100	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
25 PUBLIC SAFETY/NON-SWORN	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
26 ADMINISTRATIVE SUPPORT	34	7	21	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
27 SKILLED CRAFT	3	2	67	0	0	0	2	1	50	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28 SERVICE - MAINTENANCE	7	5	71	1	1	100	2	2	100	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Totals</b>	<b>182</b>	<b>56</b>	<b>31</b>	<b>16</b>	<b>8</b>	<b>50</b>	<b>27</b>	<b>13</b>	<b>48</b>	<b>5</b>	<b>1</b>	<b>20</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>									

Percentages are: selected (Sel) as a percentage of interviewed (Int).

Example: Looking at B/nH in the PROFESSIONAL Job Group: 13 B/nH interviewed for Professional. 5 were selected. Dividing the amount selected by the amount interviewed (5/13) and multiplying by 100 yields a percentage of 38.4, rounded to 38%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

### Table VI-C, Promotional Selection Rates - Female Interviewed and Selected Gender/Race/Ethnicity

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			W/nH			B/nH			His			A/nH			AI/AN/nH			B/W/nH			AI/AN/W/nH			AI/AN/B/nH			A/W/nH			NH/OPI/nH			B2/nH		
	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%			
21 OFFICIAL - ADMIN	12	3	25	3	1	33	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
22 PROFESSIONAL	74	21	28	10	3	30	21	7	33	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
23 TECHNICAL	50	16	32	1	1	100	9	2	22	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
24 PUBLIC SAFETY	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
25 PUBLIC SAFETY/NON-SWORN	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
26 ADMINISTRATIVE SUPPORT	34	7	21	2	0	0	19	3	16	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	100			
27 SKILLED CRAFT	3	2	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
28 SERVICE - MAINTENANCE	7	5	71	0	0	0	1	0	0	2	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
<b>Totals</b>	<b>182</b>	<b>56</b>	<b>31</b>	<b>16</b>	<b>5</b>	<b>31</b>	<b>51</b>	<b>12</b>	<b>24</b>	<b>5</b>	<b>3</b>	<b>60</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>2</b>	<b>67</b>											

Percentages are: selected (Sel) as a percentage of interviewed (Int).

Example: Looking at B/nH in the PROFESSIONAL Job Group: 21 B/nH interviewed for Professional. 7 were selected. Dividing the amount selected by the amount interviewed (7/21) and multiplying by 100 yields a percentage of 33.33, rounded to 33%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

**TABLE IV-D**

## Table VI-D, Promotional Selection Rates Interviewed and Selected Persons With Disabilities, Older Workers, & Vietnam Veterans

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			Disabled			40 and Older			Vietnam Veteran		
	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%
21 OFFICIAL - ADMIN	7	2	29	0	0	0	7	2	29	0	0	0
22 PROFESSIONAL	62	19	31	2	0	0	40	10	25	2	1	50
23 TECHNICAL	42	13	31	1	0	0	23	8	35	2	1	50
24 PUBLIC SAFETY	1	1	100	1	1	100	1	1	100	0	0	0
25 PUBLIC SAFETY/NON-SWORN	1	1	100	0	0	0	1	1	100	0	0	0
26 ADMINISTRATIVE SUPPORT	27	6	22	2	0	0	13	2	15	0	0	0
27 SKILLED CRAFT	3	2	67	0	0	0	1	1	100	0	0	0
28 SERVICE - MAINTENANCE	7	5	71	0	0	0	3	2	67	0	0	0
<b>Totals</b>	<b>150</b>	<b>49</b>	<b>33</b>	<b>6</b>	<b>1</b>	<b>17</b>	<b>89</b>	<b>27</b>	<b>30</b>	<b>4</b>	<b>2</b>	<b>50</b>

Percentages are: certified(Cert) as a percentage of applied(Appl).

Example: Looking at People 40 and Older in the OFFICIAL -ADMIN Job Group: 12 people in the 40 and Older group were interviewed for Official Admin jobs. 2 were selected. Dividing the amount selected by the amount interviewed (2/12) and multiplying by 100 yields a percentage of 16.67, rounded to 17%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

**TABLE V-D**

## Table V-D, Promotional Interview Rates Certified and Interviewed Persons With Disabilities, Older Workers, & Vietnam Veterans

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			Disabled			40 and Older			Vietnam Veteran		
	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%
21 OFFICIAL - ADMIN	17	7	41	1	0	0	13	7	54	0	0	0
22 PROFESSIONAL	105	62	59	3	2	67	64	40	63	3	2	67
23 TECHNICAL	100	42	42	1	1	100	50	23	46	2	2	100
24 PUBLIC SAFETY	13	1	8	1	1	100	3	1	33	0	0	0
25 PUBLIC SAFETY/NON-SWORN	5	1	20	0	0	0	1	1	100	0	0	0
26 ADMINISTRATIVE SUPPORT	38	27	71	2	2	100	17	13	76	0	0	0
27 SKILLED CRAFT	8	3	38	0	0	0	3	1	33	0	0	0
28 SERVICE - MAINTENANCE	18	7	39	0	0	0	6	3	50	0	0	0
<b>Totals</b>	<b>304</b>	<b>150</b>	<b>49</b>	<b>8</b>	<b>6</b>	<b>75</b>	<b>157</b>	<b>89</b>	<b>57</b>	<b>5</b>	<b>4</b>	<b>80</b>

Percentages are: Interviewed as a percentage of certified(Cert).

Example: Looking at People 40 and older in the OFFICIAL -ADMIN Job Group: 17 people 40 and Older were certified for Official Admin jobs. 12 were interviewed. Dividing the amount interviewed by the amount certified (12/17) and multiplying by 100 yields a percentage of 70.59, rounded to 71%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

**TABLE VI-D**

## Table VI-D, Promotional Selection Rates Interviewed and Selected Persons With Disabilities, Older Workers, & Vietnam Veterans

EEO Job Group	Overall			Disabled			40 and Older			Vietnam Veteran		
	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%
21 OFFICIAL - ADMIN	7	2	29	0	0	0	7	2	29	0	0	0
22 PROFESSIONAL	62	19	31	2	0	0	40	10	25	2	1	50
23 TECHNICAL	42	13	31	1	0	0	23	8	35	2	1	50
24 PUBLIC SAFETY	1	1	100	1	1	100	1	1	100	0	0	0
25 PUBLIC SAFETY/NON-SWORN	1	1	100	0	0	0	1	1	100	0	0	0
26 ADMINISTRATIVE SUPPORT	27	6	22	2	0	0	13	2	15	0	0	0
27 SKILLED CRAFT	3	2	67	0	0	0	1	1	100	0	0	0
28 SERVICE - MAINTENANCE	7	5	71	0	0	0	3	2	67	0	0	0
<b>Totals</b>	<b>150</b>	<b>49</b>	<b>33</b>	<b>6</b>	<b>1</b>	<b>17</b>	<b>89</b>	<b>27</b>	<b>30</b>	<b>4</b>	<b>2</b>	<b>50</b>

Percentages are: certified(Cert) as a percentage of applied(Appl).

Example: Looking at People 40 and Older in the OFFICIAL -ADMIN Job Group: 12 people in the 40 and Older group were interviewed for Official Admin jobs. 2 were selected. Dividing the amount selected by the amount interviewed (2/12) and multiplying by 100 yields a percentage of 16.67, rounded to 17%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

**TABLE IV-E**

Applicant Tracking

## Table IV-E, Promotional Certification Rates Applied and Certified Age Bands

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			40 - 44			45 - 49			50 - 54			55 - 59			60 - 64			65 and Older		
	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%	Appl	Cert	%
21 OFFICIAL - ADMIN	17	17	100	3	3	100	3	3	100	5	5	100	2	2	100	0	0	0	0	0	0
22 PROFESSIONAL	108	107	99	22	22	100	21	21	100	12	12	100	5	5	100	4	4	100	0	0	0
23 TECHNICAL	99	98	99	17	17	100	19	19	100	8	8	100	4	4	100	2	2	100	0	0	0
24 PUBLIC SAFETY	13	13	100	2	2	100	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0
25 PUBLIC SAFETY/NON-SWORN	4	4	100	1	1	100	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0
26 ADMINISTRATIVE SUPPORT	39	38	97	7	7	100	4	4	100	4	4	100	1	1	100	1	1	100	0	0	0
27 SKILLED CRAFT	10	8	80	2	2	100	2	1	50	0	0	0	0	0	0	0	0	0	0	0	0
28 SERVICE - MAINTENANCE	19	18	95	4	4	100	1	1	100	1	1	100	0	0	0	0	0	0	0	0	0
<b>Totals</b>	<b>309</b>	<b>303</b>	<b>98</b>	<b>58</b>	<b>58</b>	<b>100</b>	<b>51</b>	<b>50</b>	<b>98</b>	<b>31</b>	<b>31</b>	<b>100</b>	<b>12</b>	<b>12</b>	<b>100</b>	<b>7</b>	<b>7</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>

Percentages are: certified(Cert) as a percentage of applied(Appl).

Example: Looking at 45 - 49 in the OFFICIAL -ADMIN Job Group: 3 individuals between the ages of 45 and 49, applied for Official Admin jobs. 3 were certified. Dividing the amount certified by the amount applied (3/3) and multiplying by 100 yields a percentage of 100%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

**TABLE V-E**

## Table V-E, Promotional Interview Rates Certified and Interviewed Age Bands

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			40 - 44			45 - 49			50 - 54			55 - 59			60 - 64			65 and Older		
	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%	Cert	Int	%
21 OFFICIAL - ADMIN	17	7	41	3	3	100	3	2	67	5	1	20	2	1	50	0	0	0	0	0	0
22 PROFESSIONAL	107	64	60	22	13	59	21	14	67	12	7	58	5	3	60	4	3	75	0	0	0
23 TECHNICAL	98	40	41	17	7	41	19	8	42	8	4	50	4	3	75	2	1	50	0	0	0
24 PUBLIC SAFETY	13	1	8	2	0	0	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0
25 PUBLIC SAFETY/NON-SWORN	4	0	0	1	1	100	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
26 ADMINISTRATIVE SUPPORT	38	27	71	7	4	57	4	3	75	4	4	100	1	1	100	1	1	100	0	0	0
27 SKILLED CRAFT	8	3	38	2	1	50	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28 SERVICE - MAINTENANCE	18	7	39	4	3	75	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0
<b>Totals</b>	<b>303</b>	<b>149</b>	<b>49</b>	<b>58</b>	<b>32</b>	<b>55</b>	<b>50</b>	<b>27</b>	<b>54</b>	<b>31</b>	<b>17</b>	<b>55</b>	<b>12</b>	<b>8</b>	<b>67</b>	<b>7</b>	<b>5</b>	<b>71</b>	<b>0</b>	<b>0</b>	<b>0</b>

Percentages are: Interviewed (Int) as a percentage of certified (Cert).

Example: Looking at 45 - 49 in the OFFICIAL -ADMIN Job Group: 3 individuals between the ages of 45 and 49, Certified for Official Admin jobs. 2 were interviewed.  
Dividing the amount interviewed by the amount certified (2/3) and multiplying by 100 yields a percentage of 66.67, rounded to 67%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.

**TABLE VI-E**

Applicant Tracking

Table VI-E, Promotional Selection Rates  
Interviewed and Selected  
Age Bands

City of Alexandria, Virginia  
Full-time Employees  
Requisitions that closed in FY 2005

EEO Job Group	Overall			40 - 44			45 - 49			50 - 54			55 - 59			60 - 64			65 and Older			
	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	Int	Sel	%	
21 OFFICIAL - ADMIN	7	2	29	3	1	33	2	0	0	1	1	100	1	0	0	0	0	0	0	0	0	0
22 PROFESSIONAL	64	19	30	13	3	23	14	2	14	7	4	57	3	0	0	3	0	0	0	0	0	0
23 TECHNICAL	40	13	33	7	2	29	8	4	50	4	0	0	3	0	0	1	0	0	0	0	0	0
24 PUBLIC SAFETY	1	1	100	0	0	0	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0	0
25 PUBLIC SAFETY/NON-SWORN	0	0	0	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
26 ADMINISTRATIVE SUPPORT	27	6	22	4	0	0	3	0	0	4	1	25	1	0	0	1	0	0	0	0	0	0
27 SKILLED CRAFT	3	2	67	1	1	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28 SERVICE - MAINTENANCE	7	5	71	3	2	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Totals</b>	<b>149</b>	<b>48</b>	<b>32</b>	<b>32</b>	<b>10</b>	<b>31</b>	<b>27</b>	<b>6</b>	<b>22</b>	<b>17</b>	<b>7</b>	<b>41</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Percentages are: Selected (Sel) as a percentage of Interviewed (Int).

Example: Looking at 40 - 44 in the OFFICIAL -ADMIN Job Group 3 individual between the ages of 40 and 44, interviewed for an Official Admin job. 1 were selected. Dividing the amount selected by the amount interviewed (1/3) and multiplying by 100 yields a percentage of 33.33, rounded to 33%.

Totals presented reflect only those applicants who supplied voluntary EEO information.

Sums for gender and/or race may not equal the total because gender and/or race is unknown for some applicants.



## **Alexandria Commission on Persons with Disabilities**

Amanda Babcock, Chair

Office of Human Rights  
421 King Street, Suite 400  
Alexandria, VA 22314

703-519-3357 Voice  
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March 28, 2006

Steven J. Mason, Sr.  
Special Assistant to the City Manager  
301 King Street  
Alexandria, VA 22314

Dear Mr. Mason:

This letter transmits comments and recommendations of the Alexandria Commission on Persons with Disabilities (ACPD) regarding the FY 2005 Utilization Analysis Report (UA) and Application Tracking System Report (AT). These reports provide information on the City's Equal Employment Opportunity-Affirmative Action Plan (EEO-AAP).

We have divided this memo into two major parts. The first covers our comments on the FY 2005 results as they relate to people with disabilities. The second provides our insights into the current report format and what needs to be done to improve it for FY 2006.

We would like to thank you for the opportunity to review the City's reports.

### **Comments on the FY 2005 Report**

#### **Promotion & Hiring Trends for People with Disabilities are Down.**

In FY 2005 the City filled 205 full-time regular positions through promotions and hiring. This total includes 4 people with disabilities, 1 promotion and 3 new hires. As seen in the table below the portion of people with disabilities hired and promoted, based on those certified, has steadily deteriorated over the past five years. In 2005 only 3.25% of people with disabilities were hired and promoted. This is also less than the percentage for all the protected groups taken together for the third year straight. To put it another way, in 2005, the proportion of applicants hired or promoted was at least 25% higher for the other protected groups than for persons with disabilities.

**Percent of People Certified That Were Hired and Promoted**

<b>Year</b>	<b>People with disabilities</b>	<b>All protected Groups</b>
1998	1.8%	6.5%
1999	12.5%	8.1%
2000	6.5%	6.4%
2001	8.7%	6.7%
2002	7.6%	6.0%
2003	4.6%	5.1%
2004	3.3%	3.9%
2005	3.25%	4.09%

**People with Disabilities are not Included in the City's Workforce Utilization Analysis**

The City's Workforce Utilization Analysis is designed to determine areas of underutilization for some protected classes. In short, the analysis compares percentages of protected class City employees in designated EEO job categories with percentages for similar employees in the Census. The Census data used for comparison is for employees in the Washington D.C. metropolitan area. The City performs the analysis for females, African-Americans, Asians and Hispanics. The City does not determine utilization for people with disabilities.

The lack of information on people with disabilities in the Utilization Analysis Report has been a topic of concern for this Commission for the past 6 years. This has been noted in our official correspondences to the City.

A recent City survey of employees with disabilities provides rough insight into utilization and should be refined and repeated frequently to provide longitudinal trends. Since the Census does not have useful data for comparisons the City may be able to use the data that EEOC collects annually on employees with disabilities in the federal government.

**Upward Mobility Programs Include Few People with Disabilities**

The City encourages employees to enhance their professional skills through providing tuition assistance for college level work and through internal training programs. Information on tuition assistance indicates that 278 people in the protected groups received tuition assistance in FY 2005. Of this total, only 3 people with disabilities, about one percent of the total, benefited from this upward mobility program. This total number of people has not changed significantly during the past 4 years, ranging from 1 to 3 annually. Since people with disabilities make up more than one percent of the City's workforce we believe the City needs to determine why the upward mobility numbers are so low for people with disabilities and take action to rectify the problem.

## **Comments on the FY 2006 Report Format**

In meetings with City officials we were asked to provide comments on the current report format and how it can be improved for the FY 2006 report. It should be recognized that even with the questionable current structure the report still is a ground breaking attempt to obtain hard data on the City's commitment to equal opportunity. Few, if any public entities attempt any data collection and analyses like this with the exception of the federal government. With this in mind we offer the following suggestions to help improve this effort.

### **Data Collection Should be Based on Specific Stakeholder Needs**

The City's large data collection and analysis effort appears to be undertaken with little knowledge of the specific information needs of the stakeholder. This has resulted in the collection and analysis of an enormous amount of data, much of it underutilized.

To address this, the City stakeholders should first develop a set of primary questions critical to determining progress in achieving employment objectives of the protected groups. All stakeholders need to be involved early in the process for FY 2006. These questions will drive data collection. Without these questions data collection becomes unfocused, inefficient and cumbersome. This appears to be the situation at this juncture.

We on the commission have developed two simple questions for our use. 1.) What is the trend in job promotion and hiring for people with disabilities? 2.) Where do employees with disabilities work? Answers to these questions inform our opinions on the City's progress.

To develop some insights to the first question we compute this information from available data in current and past reports. Unfortunately, information is buried in pages of data we do not use. Typical results of our queries are shown in the table on page 1 of this letter. It should be noted that we use 4 pieces of data in the reports to calculate our information. From our standpoint, there are thousands of data points in the reports that are useless.

Answers to the second question above are being developed independently because the subject reports do not collect utilization data for employees with disabilities.

### **Applicant Tracking for Un-protected Group Would be Useful.**

We currently focus on the protected groups but have little insight how well they are doing compared to the un-protected group non-aged white males. Data on both groups presents the total picture.

**The City Needs an Evaluator to Consult on the Redesign of the Reports**

The City should hire a consultant with an evaluation research background who can work with the Affirmative Action Officer. The evaluator could help to establish: 1) stakeholder questions 2) an evaluation design 3) an analytical design 4) and data collection and analyses plans. This position would help focus the data collection on the critical stakeholder questions, which in turn would make data collection and analyses more efficient and useful.

We would like to thank you again for the opportunity to comment on your reports. If you have any questions please direct them to Commissioner Joseph Delfico at 703-683-4638 or by email to [j.delfico@verizon.net](mailto:j.delfico@verizon.net).

Sincerely,

Amanda Babcock  
Chair, Alexandria Commission on Persons with Disabilities

cc: Jean Kelleher Niebauer, Director, Office of Human Rights



COMMISSION FOR WOMEN

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March 29, 2006

Steven J. Mason Sr.  
Special Assistant to City Manager  
City of Alexandria  
301 King Street  
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Alexandria, Virginia 22314

**Re: *Comments on the Workforce Utilization Analysis and Applicant Tracking Report***

Dear Mr. Mason:

Our recent meeting on the City's 2005 Workforce Utilization Analysis and Applicant Tracking Report was both constructive and informative. We were pleased to find that you shared many of our concerns about the usefulness of both of these documents as they are currently structured. We also appreciate your intention to involve the city commissions, including the Commission for Women, in developing a new approach and format for the 2006 reports. We look forward to working with you on this important effort.

As we discussed at our recent meeting, we did not find the 2005 reports to be useful. The reports are excessively detailed and cumbersome, yet still lack sufficient information for readers to reach informed conclusions. The data on women are fragmented into multiple separate race/ethnicity categories. While race/ethnicity categories are important and should be reported, the report should also compile figures with respect to gender in order for the City to be able to assess gender-specific issues. Most importantly, there is no comparison to past years, thus one cannot tell whether the city is becoming more or less representative of the general population of the City.

While replete with statistical tables, the reports do not provide enough descriptive information on the steps the city is taking to address problems and thus cannot be used to identify needed future actions. In fact, from reading these reports, it is hard to discern what the City thinks its problems might be. Lastly, we continue to see some of the same deficiencies that we have commented on in the past – for example, lack of statistical analysis, data improperly characterized, lack of salary comparison data, and so forth.

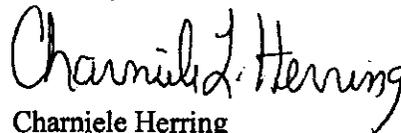
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In our meeting, you explained that major presentational problems were exacerbated by changes in the race and ethnicity categories used in the 2000 Census. This resulted in data fragmentation and the absence of comparisons with prior years. While we think there were alternative ways to handle the Census 2000 changes, we do appreciate the difficulties that the City encountered in adapting to the new Census data.

We recognize that a considerable time and energy is going into the preparation of these reports. We also recognize that reports of this type are not easily developed, given the complexity of the data and the varied potential audiences, including political and administrative leaders, managers, employees, specific interest groups, and the general public. Therefore, we would *strongly* suggest that the City engage the services of an experienced consultant to help design a better approach to presenting the City's utilization and applicant tracking data. Since there are no legal requirements mandating specific report structure and content, these documents could be changed to be more informative, less bureaucratic, more understandable, and ultimately more useful.

We look forward to working with you in the future to improve these reports.

Sincerely,



Charniele Herring

Chair

Alexandria Commission for Women

March 25, 2006

Mayor and Members of City Council  
City of Alexandria  
City hall – 301 King Street  
Alexandria, VA 22314

Dear Mr. Mayor and Members of the Alexandria City Council,

We wish to thank you for your efforts in providing the information necessary for our review and comment on the City of Alexandria's Annual workforce Utilization Analysis and Applicant Tracking Report.

As in previous years, we need to point out that although the City defines Older Workers as those aged 40+ we believe age 55+ as defined by the Older American's Act, to be more applicable to our concerns and more relevant to our constituency. We appreciate, however, that much of the information was provided in five year age bands for the Applicant Tracking Report allowing us to disseminate a more useful analysis.

In general, our review of the 2005 report was rewarding. According to the Full-time Workforce Distribution in All Departments, **18% of those employed by the City are 55+. Of the FY05 New Hires, 10% were over the age of 50.**

Of the 122 applicants with relevant affirmative action data, age 55 and over, who **applied** for positions with the City in 2005, **95% were certified**, slightly higher than the overall certification rate of 92%. Of the 116 individuals, age 55 and over who were certified, **31% were interviewed** which is twice the overall rate of 14%. The level of job experience this age group presents on applications make them more likely to meet or exceed the preferred requirements, and, therefore, they are more likely to be interviewed. Of the 36 applicants who were interviewed, **31% were selected** about the same as the overall 30% selection rate.

Promotional Rates - According to the applicant tracking data concerning City employees applying for promotion opportunities, of the 19 employees age 55 + who applied for promotions, **all (100%) were certified** compared with an overall certification rate of 98%. **68% (13) of those (age 55+) were interviewed** compared with the overall interview rate of 49%. However, **No one in the over 55+ age bands were selected for promotions** compared with the 32% overall selection rate. As we noted last year, this is the only time in which older workers fall noticeably short in comparison with all other age bands. If this trend continues we would recommend a more thorough analysis/explanation of what is happening here.

Of course, considering the limited field from which the information is obtained, this may tell us nothing. We appreciate that the city has changed the format for collecting data and are making attempts to bring forth more meaningful figures. However, we hope you will not stop here. Continued changes need to be made to make the information more useful.

We recommend a consultant be considered for meaningful analysis so that we are not wasting our time with numbers and figures that are not defensible.

With many thanks for this opportunity to dialogue on this issue,

Christina Forbes, Chair  
Alexandria Commission on Aging