



City of Long Beach
Working Together to Serve

Memorandum

Date: October 17, 2019

To: Civil Service Commission

From: *RF*
Russ Ficker, Personnel Officer, Department of Public Works

Subject: **REAPPOINTMENT OF RESIGNED EMPLOYEE – JAMES LANGDON**

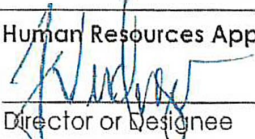
The Department of Public Works is requesting Civil Service Commission approval to reappoint resigned employee James Langdon to the classification of Refuse Operator I in accordance with Article V, Section 45 of the Civil Service Rules and Regulations.

Mr. Langdon was hired as a Refuse Operator I on July 31, 2017 and attained permanent status in the classification on April 8, 2018. He resigned from his classified position in good standing on October 26, 2018.

Should the Commission approve this request, the Department intends to use approved requisition PW19-053 to reappoint Mr. Langdon.

Mr. Langdon has been advised of the terms and conditions of the reappointment and that if reappointed, he would be required to serve a new probationary period.

Please contact Navyd Rodriguez, Administrative Analyst, or me at (562) 570-4686, should you have any questions or require additional information.

Human Resources Approval	
	10/22/19
Director or Designee	Date

CIVIL SERVICE DEPARTMENT
REQUEST FOR CIVIL SERVICE COMMISSION ACTION GUIDELINES

REQUEST FOR REAPPOINTMENT OF RESIGNED EMPLOYEE

Civil Service Rules and Regulations Section 45
Civil Service Commission Policy Not Applicable

Form completed by: Russ Ficker, Personnel Officer, Department of Public Works Date: 10 - 17 - 19
Name/Title/Department

Section 1: To be completed by requesting department.	To be completed by department	Civil Service Dept. Verification
A requisition is required. The requisition number is: # <u>PW19</u> - <u>053</u> . Has the requisition been received in the Civil Service Department?	<input checked="" type="radio"/> Yes <input type="radio"/> No	SG
Is there an existing priority list? If yes, contact Civil Service.	Yes <input checked="" type="radio"/> No	SG
Have all required documents been submitted to the Civil Service Department? • Request signed by former employee. • Corresponding request from hiring department.	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Yes <input type="radio"/> No	SG SG

Section 2: Points to be addressed in request:

Formal name of employee and summary of employee's work history, specifying all classification titles and dates including date(s) permanent status was attained in each classification. James Langdon - Refuse Operator I. Employed from July 31, 2017 - October 26, 2018		SG
Classification title for reappointment. Refuse Operator I		SG
Did the employee resign from the City in good standing?	<input checked="" type="radio"/> Yes <input type="radio"/> No	SG
The employee was referred to the Human Resources Department and/or hiring department regarding benefits, salary, department status, working conditions, etc.	<input checked="" type="radio"/> Yes <input type="radio"/> No	SG
The employee has been notified that a new probation period is required and that all prior Civil Service rights have been severed.	<input checked="" type="radio"/> Yes <input type="radio"/> No	SG
The following should be in attendance at the Civil Service Commission meeting: • Requesting department. • The employee requesting reappointment (recommended).		SG SG

Notes:

Staff has contacted Mr. James Langdon to inform him of the request for reappointment to previous position. Mr. Langdon was advised of the conditions of his reappointment.

SUGGESTED ACTION:

Staff recommends approval of the Public Works Department request.

Navyd Rodriguez

From: Rita Hooker
Sent: Thursday, October 17, 2019 11:50 AM
To: Navyd Rodriguez
Subject: FW: Refuse Operator I, Request for Reinstatement

From: James Langdon [REDACTED]
Sent: Thursday, October 17, 2019 11:47 AM
To: Robert Pfingsthorn <Robert.Pfingsthorn@longbeach.gov>
Cc: Rita Hooker <Rita.Hooker@longbeach.gov>
Subject: Refuse Operator I, Request for Reinstatement

To Whom it may Concern,

My name is James Thomas Langdon and I am a former Full Time/ Permanent Refuse Operator with the City of Long Beach, Environmental Services Bureau. I resigned in August of 2018 to relocate my family to Oregon for personal reasons. My family and I plan on moving back to the City of Long Beach in the very near future, contingent upon receipt of a confirmed offer of employment, which I would like to be with the City of Long Beach.

I am requesting to be considered for reinstatement as a Refuse Operator with the Environmental Services Bureau. My Class A license is still valid and I have had no accidents or citations in the past 5+ years. I thank you in advance for your time and appreciate any help that can be given on my behalf.

Sincerely,

James T. Langdon

[Sent from Yahoo Mail on Android](#)