

Housing Authority of the City of Alameda
Schedule of Authorized Positions
July 1, 2021

Exhibit 5

	2020-2021 approved	Proposed change	Year on Year
Department/Position Title	FTE 2020- 2021	FTE 2021 - 2022	Difference
Administration Department			
Executive Director	1.00	1.00	
Deputy Executive Director (See Note I)	1.00	1.00	
Director of HR and Operations	1.00	1.00	
Executive Assistant	1.00	1.00	
Risk Manager	1.00	1.00	
Community Relations Manager	1.00	1.00	
Administrative Manager (See Note G)	0.00	1.00	
Senior Management Analyst	2.00	2.00	
Management Analyst	3.00	3.00	
Program Assistant	1.00	1.00	
Sub-total	12.00	13.00	1.00
Finance Department			
Director of Finance	1.00	1.00	
Controller	1.00	1.00	
Accounting Officer (See Note C)	1.00	1.00	
Accounting Specialist	2.00	2.00	
Sub-total	5.00	5.00	0.00
Housing Programs Department			
Director of Housing Programs	1.00	1.00	
Housing Programs Supervisor (See Note E)	2.00	2.00	
Housing Specialist III	1.00	1.00	
Housing Specialist I & II (See Note B)	7.00	7.00	
Program Assistant (See Note D)	2.50	2.50	
Sub-total	13.50	13.50	0.00
Property Operations Department			
Director of Portfolio Management (prior title Property Operations)	1.00	1.00	
Property Management Supervisor	1.00	1.00	
Project Manager	0.50	0.00	
Asset Manager (See Note H)	0.00	1.00	
Housing Specialist I/II (See Note B)	1.00	1.00	
Maintenance Technician I & II (See Note B)	5.00	4.00	
Maintenance Specialist	1.00	1.00	
Resident Manager I and II (See Notes A and B)	3.00	2.00	
Assistant Resident Manager (See Notes A and B)	0.13	1.00	
Sub-total	12.63	12.00	-0.63
Housing Development Department			
Director of Housing Development (prior title Housing and Community Development)	1.00	1.00	
Senior Project Manager	2.00	2.00	
Project Manager	1.00	1.00	
Construction Project Manager (see Note F)	0.00	1.00	
Asset Manager	1.00	0.00	
Program Assistant	0.50	0.50	
Sub-total	5.50	5.50	0.00
Rental Program Department			
Director of Rent Program	1.00	1.00	
Management Analyst	1.00	1.00	
Rent Program Specialist	3.00	3.00	
Program Assistant	1.00	1.00	
Sub-total	6.00	6.00	0.00
Total	54.63	55.00	0.37

Note A: Resident employees are contracted employees and are required to reside on-site at assigned Housing Authority complexes. Each Resident employee has an individual at will employment contract.

Note B: Positions at the I and II levels are combined as a total count to allow for flexibility in staffing.

Note C: Position may be renamed or filled at a lower level

Note D: Position may be filled at the Program or Housing Assistant level.

Note E: One position may be filled at an Assistant Director level beginning April 2022

Note F: Incorporates 0.5 FTE Project Manager from Property Operations, start Oct 2021

Note G: Position to start November 2021

Note H: Position moved to Property Operations Department; may be filled at a Senior level

Note I: Position may be filled at a Director of Administrative Services level.