

EEO Utilization Report

Organization Information

Name: City Of Mobile

City: Mobile

State: AL

Zip: 36633

Type: County/Municipal Government (not law enforcement)

Step 1: Introductory Information

Policy Statement:

The City of Mobile is an equal opportunity employer and complies with all applicable federal, state and local fair employment practices laws. The City of Mobile strictly prohibits and does not tolerate discrimination against employees, applicants or any other covered persons because of race, color, religion, national origin, sex, age (40 and over), disability, citizenship, past, current or prospective service in the uniformed services, genetic information, or any other characteristic protected under applicable federal, state or local law. All City of Mobile employees, other workers and representatives are prohibited from engaging in unlawful discrimination. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, training, promotion, discipline, compensation, benefits and termination of employment.

Following File has been uploaded:City of Mobile EEO Policy.pdf

Step 4b: Narrative of Interpretation

The City of Mobiles Human Resources Department reviewed the Utilization Analysis (comparing the Citys workforce to the relevant labor market of Mobile County), and noted the following:

1. White females were significantly under-represented in the following job categories: Professionals (-11%), Technicians (-24%), Protective Service-Sworn (-2%), Protective Service-Non-Sworn (-40%), Administrative Support (-7%), and Service Maintenance (-14%).
2. White males were significantly under-represented in the following job categories: Protective Service-Non-Sworn (-16%), Administrative Support (-19%), and Service Maintenance -20%).
3. Hispanic or Latino males were significantly under-represented in the following job categories: Protective Service-Sworn (-2%), Skilled Craft (-5%) and Service Maintenance (-4%).
4. Black or African American males were significantly under-represented in the following job categories: Protective Service-Sworn (-4%) and Administrative Support (-5%).
5. Black or African American females were significantly under-represented in the Protective Service-Sworn (-8%) job category.

A comparison of the City of Mobile's workforce to the community labor statistics for Mobile County indicates underutilization of women and minorities in several areas. Community labor statistics show that American Indian/Alaskan Native, Asian, and Native Hawaiian/Pacific Islander populations are very small in Mobile County (all less than 3%). Therefore, the larger areas of underutilization identified were mostly white and African American females. The majority of this plan will focus on addressing those larger areas of underutilization, however, the City of Mobile would welcome the chance to increase the representation of all underutilized groups and will continue to explore ways of communicating job opportunities to all race and ethnic groups.

Step 5: Objectives and Steps

1. To encourage Black or African American males to apply for vacancies in the Protective Service-Sworn and Administrative Support job categories.

- a. The City of Mobile Human Resources Department will work with the Mobile County Personnel Board (its civil service board) to determine if additional recruitment is needed to target Black or African American males.
- b. The City of Mobile will conduct its own recruitment efforts when needed to diversify the applicant pool such as advertising in local area newspapers and on-line, posting jobs with various professional organizations and relevant trade publications, and utilizing social media to announce jobs.
- c. Participate in job fairs and high school career days to promote and public safety cadet program.
- d. Encourage employee referrals for applicants to fill vacant positions.

2. To encourage Black or African American females to apply for vacancies in the Protective Service-Sworn job category.

- a. The City of Mobile Human Resources Department will work with the Mobile County Personnel Board (its civil service board) to determine if additional recruitment is needed to target Black or African American females.
- b. The City of Mobile will conduct its own recruitment efforts when needed to diversify the applicant pool such as advertising in local area newspapers and on-line, posting jobs with various professional organizations and relevant trade publications, and utilizing social media to announce jobs.
- c. Participate in job fairs and high school career days to promote and public safety cadet program.
- d. Encourage employee referrals for applicants to fill vacant positions.

3. To encourage Hispanic or Latino males to apply for vacancies in the Protective Service-Sworn, Skilled Craft, and Service Maintenance job categories.

- a. The City of Mobile Human Resources Department will work with the Mobile County Personnel Board (its civil service board) to determine if additional recruitment is needed to target Hispanic or Latino males.
- b. The City of Mobile will conduct its own recruitment efforts when needed to diversify the applicant pool such as advertising in local area newspapers and on-line, posting jobs with various professional organizations and relevant trade publications, and utilizing social media to announce jobs.
- c. Participate in job fairs and high school career days to promote and public safety cadet program.
- d. Contact Trade Schools to attract Skilled Trades students.
- e. Encourage employee referrals for applicants to fill vacant positions.

4. To encourage White females to apply for vacancies in the Professionals, Technicians, Protective Service-Sworn and Non-Sworn, Administrative Support, and Service Maintenance job categories.

- a. The City of Mobile Human Resources Department will work with the Mobile County Personnel Board (its civil service board) to determine if additional recruitment is needed to target White females.
- b. The City of Mobile will conduct its own recruitment efforts when needed to diversify the applicant pool such as advertising in local area newspapers and on-line, posting jobs with various professional organizations and relevant trade publications, and utilizing social media to announce jobs.
- c. Participate in job fairs and high school career days to promote and public safety cadet program.
- d. Encourage employee referrals for applicants to fill vacant positions.

5. To encourage White males to apply for vacancies in the Protective Service-Non-Sworn, Administrative Support, and Service Maintenance job categories.

- a. The City of Mobile Human Resources Department will work with the Mobile County Personnel Board (its civil service board) to determine if additional recruitment is needed to target White males.
- b. The City of Mobile will conduct its own recruitment efforts when needed to diversify the applicant pool such as advertising in local area newspapers and on-line, posting jobs with various professional organizations and relevant trade publications, and utilizing social media to announce jobs.
- c. Encourage employee referrals for applicants to fill vacant positions.

Step 6: Internal Dissemination

1. Distribute the EEOP Utilization Report to all Department Heads.
2. Send an email to all employees and include EEOP Utilization Report and post a copy on the City's intranet.
3. Place a bound copy of the EEOP Utilization Report among the materials displayed in the lobby of the City of Mobiles Human Resources Department.
4. Post a copy of the EEOP Utilization Report on the City of Mobiles website.

Step 7: External Dissemination

1. Post a copy of the EEOP Utilization Report on the City of Mobiles website.
2. Copies of the EEOP Utilization Report are available upon request from the Human Resources Department.
3. Notify all contractors and vendors of the availability of the EEOP Utilization Report.
4. Provide a copy of the EEOP Utilization Report to the Mobile Public Library.

Utilization Analysis Chart
Relevant Labor Market: Mobile County, Alabama

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Officials/Administrators																
Workforce #/%	35/45%	0/0%	8/10%	0/0%	0/0%	0/0%	0/0%	0/0%	22/28%	0/0%	12/15%	0/0%	0/0%	0/0%	1/1%	0/0%
CLS #/%	9,520/53%	215/1%	1,185/7%	60/0%	60/0%	10/0%	49/0%	4/0%	5,165/29%	120/1%	1,495/8%	30/0%	120/1%	0/0%	44/0%	10/0%
Utilization #/%	-8%	-1%	4%	-0%	-0%	-0%	-0%	-0%	-0%	-1%	7%	-0%	-1%	0%	1%	-0%
Professionals																
Workforce #/%	31/24%	0/0%	13/10%	1/1%	1/1%	0/0%	0/0%	0/0%	42/33%	1/1%	39/30%	0/0%	1/1%	0/0%	0/0%	0/0%
CLS #/%	8,965/31%	200/1%	1,420/5%	70/0%	345/1%	0/0%	105/0%	0/0%	12,820/44%	205/1%	4,705/16%	25/0%	205/1%	0/0%	165/1%	0/0%
Utilization #/%	-7%	-1%	5%	1%	-0%	0%	-0%	0%	-11%	0%	14%	-0%	0%	0%	-1%	0%
Technicians																
Workforce #/%	18/50%	0/0%	9/25%	0/0%	0/0%	0/0%	0/0%	0/0%	4/11%	1/3%	4/11%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	1,805/32%	0/0%	240/4%	15/0%	65/1%	0/0%	0/0%	35/1%	1,985/35%	24/0%	1,445/26%	0/0%	40/1%	0/0%	0/0%	0/0%
Utilization #/%	18%	0%	21%	-0%	-1%	0%	0%	-1%	-24%	2%	-14%	0%	-1%	0%	0%	0%
Protective Services: Sworn																
Workforce #/%	630/67%	11/1%	205/22%	12/1%	4/0%	2/0%	15/2%	0/0%	41/4%	1/0%	13/1%	1/0%	2/0%	1/0%	3/0%	0/0%
CLS #/%	2,070/54%	105/3%	1,005/26%	0/0%	0/0%	0/0%	50/1%	0/0%	255/7%	0/0%	345/9%	0/0%	0/0%	0/0%	35/1%	0/0%
Utilization #/%	13%	-2%	-4%	1%	0%	0%	0%	0%	-2%	0%	-8%	0%	0%	0%	-1%	0%
Protective Services: Non-sworn																
Workforce #/%	10/6%	0/0%	21/12%	1/1%	0/0%	0/0%	0/0%	0/0%	44/24%	0/0%	105/58%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	30/21%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	90/64%	0/0%	20/14%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-16%	0%	12%	1%	0%	0%	0%	0%	-40%	0%	44%	0%	0%	0%	0%	0%
Administrative Support																
Workforce #/%	14/6%	0/0%	3/1%	0/0%	0/0%	0/0%	0/0%	0/0%	87/38%	0/0%	120/53%	1/0%	0/0%	0/0%	1/0%	0/0%
CLS #/%	12,740/25%	135/0%	2,975/6%	30/0%	210/0%	0/0%	140/0%	30/0%	22,610/45%	545/1%	10,090/20%	120/0%	190/0%	0/0%	205/0%	60/0%

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
	%								%		%					
Utilization #/%	-19%	-0%	-5%	-0%	-0%	0%	-0%	-0%	-7%	-1%	33%	0%	-0%	0%	0%	-0%
Skilled Craft																
Workforce #/%	82/66%	0/0%	38/30%	1/1%	1/1%	0/0%	2/2%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	13,580/70%	885/5%	3,470/18%	155/1%	230/1%	15/0%	165/1%	75/0%	605/3%	29/0%	160/1%	0/0%	10/0%	0/0%	35/0%	0/0%
Utilization #/%	-4%	-5%	13%	0%	-0%	-0%	1%	-0%	-2%	-0%	-1%	0%	-0%	0%	-0%	0%
Service/Maintenance																
Workforce #/%	55/12%	1/0%	312/67%	0/0%	3/1%	1/0%	1/0%	0/0%	19/4%	0/0%	74/16%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	15,720/32%	1,920/4%	10,700/22%	250/1%	865/2%	40/0%	325/1%	55/0%	9,190/19%	490/1%	9,065/18%	90/0%	680/1%	20/0%	160/0%	10/0%
Utilization #/%	-20%	-4%	45%	-1%	-1%	0%	-0%	-0%	-14%	-1%	-2%	-0%	-1%	-0%	-0%	-0%

Significant Underutilization Chart

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Professionals									✓							
Technicians									✓							
Protective Services: Sworn		✓	✓						✓		✓					
Protective Services: Non-sworn	✓								✓							
Administrative Support	✓		✓						✓							
Skilled Craft		✓														
Service/Maintenance	✓	✓							✓	✓			✓			

I understand the regulatory obligation under 28 C.F.R. ~ 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEO Utilization Report.

I have reviewed the foregoing EEO Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

Certified As Final By: Leslie Rey

Director of Human Resources

04-14-2017

[signature]

[title]

[date]