

CAROLYN M. HULL  
GENERAL MANAGER

**City of Los Angeles**  
CALIFORNIA

ECONOMIC AND WORKFORCE  
DEVELOPMENT DEPARTMENT

444 S FLOWER STREET, 14TH FLOOR  
LOS ANGELES, CA 90071



KAREN BASS  
MAYOR

August 8, 2025

Honorable Members of the Personnel and Hiring Committee  
c/o City Clerk  
200 North Spring Street, Room 395  
Los Angeles, CA 90012

**RE: ECONOMIC AND WORKFORCE DEVELOPMENT REPORT-BACK ON VACANCIES  
AND OPPORTUNITIES FOR TRANSFERS**

**SUMMARY**

As directed by Council File (CF) 25-0660, this report provides a response to the number of vacancies, number of transfers (or opportunities for transfers), and classifications of transfers to or from the Economic and Workforce Development Department (EWDD). As of August 8, 2025, EWDD's current number of vacancies by classification is 25.

**RECOMMENDATION**

That the City Council note and file this report.

**BACKGROUND**

The Personnel and Hiring Committee instructed departments to provide a written report on the current number of vacancies, the number of transfers (or opportunities for transfers), and the classifications of transfers to or from the department.

**DISCUSSION**

EWDD is providing the following summary of its 25 vacancies by classification as of August 8, 2025. Efforts are currently underway to fill the Department's vacancies by utilizing the Expedited Transfer Process (ETP). The Department's vacancies include nine (9) exempt positions (i.e., Project Coordinators (3), Senior Project Assistants (3), and Senior Project Coordinators (3)) that can be posted on the Personnel's job central and must also go through the ETP. To date, EWDD has identified nine (9) common classifications, out of 12, that can be filled through the ETP.

## **EWDD Vacancies and Opportunities for Transfers**

**August 8, 2025**

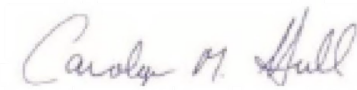
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Since June 1, 2025, zero employees have transferred into EWDD, while five (5) have transferred out or retired.

The Fiscal Year 2025-26 Adopted Budget deleted seven (7) positions at EWDD, of which three positions were filled. EWDD reassigned the affected staff to available vacant positions to avoid layoffs, either as lateral, in-lieu, or out-of-class internal transfers.

For questions regarding vacant positions, please contact Mark Granado, Chief Management Analyst, at [mark.granado@lacity.org](mailto:mark.granado@lacity.org).

Sincerely,

A handwritten signature in blue ink that reads "Carolyn M. Hull". The signature is written in a cursive style.

CAROLYN M. HULL  
General Manager

CMH/FC:mg

Attachment

**EWDD List of Vacancies as of August 8, 2025**

No	AUTH*	Total	CLASS TITLE	HIRING ACTIVITY
1	R	4	Accountant **	ETP Requested
2	R		Accountant **	ETP Requested
3	R		Accountant **	ETP Requested (Retired)
4	R		Accountant **	ETP Requested (Transfer Out)
5	R	1	Accounting Clerk **	ETP Requested
6	CR	1	Auditor II **	No ETP Applicants. Opportunity for Transfer.
7	CR	5	Management Analyst **	ETP Requested.
8	CR		Management Analyst **	ETP Requested.
9	R		Management Analyst **	ETP Requested (Transfer Out)
10	R		Management Analyst **	ETP Requested
11	R		Management Analyst **	ETP Requested (Transfer Out)
12	CR	1	Management Assistant **	Selection Process in progress (Transfer Out)
13	CRX	3	Project Coordinator **	Selection Process in progress.
14	CRX		Project Coordinator **	Selection Process in progress.
15	CRX		Project Coordinator **	Selection Process in progress.
16	CR	1	Public Relations Specialist I	Opportunity for Transfer.
17	R	1	Senior Management Analyst II **	Selection Process in Progress.
18	R	1	Sr Accountant II **	ETP Requested
19	R	1	Sr Auditor **	No ETP Applicants. Opportunity for Transfer.
20	CRX	3	Sr Project Assistant	Opportunity for Exempt hire.
21	CRX		Sr Project Assistant	Opportunity for Exempt hire.
22	CRX		Sr Project Assistant	Opportunity for Exempt hire.
23	CRX	3	Sr Project Coordinator	Opportunity for Exempt hire.
24	CRX		Sr Project Coordinator	Opportunity for Exempt hire.
25	CRX		Sr Project Coordinator	Pending Conditional Job Offer.

**Total Vacancies: 25**

\*Authority Type - Council Resolution (CR), Council Resolution Exempt (CRX), Regular ®

\*\* Denotes ETP Common Classification