

ATTACHMENT 1

Vacancy Rates, Recruitment and Retention Tables
Public Hearing for March 25, 2026

Table #1 Vacancy Rate by Month (January 1-December 31, 2025)

Month/Year	Beginning Vacancies	Vacancies Created	Vacancies Filled	Remaining Vacancies	Budgeted FTEs*	Vacancy Rate
Jan/2025	47	8	4	51	504.60	10.11%
Feb/2025	51	1	3	49	504.60	9.71%
Mar/2025	49	5	5	49	504.60	9.71%
Apr/2025	49	3	6	46	504.60	9.12%
May/2025	46	6	4	48	504.60	9.51%
Jun/2025	48	5	3	50	504.60	9.91%
Jul/2025	50	6	2	54	502.77	10.74%
Aug/2025	54	2	5	51	502.77	10.14%
Sep/2025	51	10	12	50	503.77	9.93%
Oct/2025	50	3	6	46	503.77	9.13%
Nov/2025	46	6	9	43	503.77	8.54%
Dec/2025	43	13	7	49	504.77	9.71%
Average						9.69%

*Excludes elected officials and placeholder positions that have not been fully approved or included in the City’s classification plan and salary schedule.

Table # 2 Vacancy Rate by Bargaining Unit as of December 31, 2025

Bargaining Unit	Total Authorized FTE	Vacant Positions	Vacancy Rate
AFSCME, Local 829	139.5	16	11.47%
International Association of Firefighters, Local 1507	74	4	5.41%
South San Francisco Police Association	87	6	6.90%
International Union of Operating Engineers, Local 39	34	8	23.53%
Confidential Unit, Teamsters, Local 856	35	5	14.29%
Mid-Management Unit, Teamsters, Local 856	106.27	8	7.53%
Public Safety Managers	16	0	0.00%
Unrepresented (Full-Time Regular)	13	2	15.38%
Total	504.77	49	9.71%

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Table #3 Vacancy Rate by Operating Department as of December 31, 2025

Department	Total Authorized FTE	Vacant Positions	Vacancy Rate
City Clerk's Office	4	2	50.00%
City Manager's Office	11	3	27.27%
Economic & Community Development	31	2	6.45%
Finance	16	2	12.50%
Fire	88	5	5.68%
Human Resources	10	0	0.0%
Information Technology	9	0	0.0%
Library	27	2	7.41%
Parks & Recreation	97	7	7.23%
Police	117	8	6.84%
Public Works	94	18	18.95%
Total	504.77	49	9.71%

Table # 4 Staff Growth, Opportunities and Turnover (January-December 31, 2025)

Staff Growth, Opportunities & Turnover	Percentage
% of Vacancies Resulting from Staffing Growth (Newly Budgeted Positions)	4%
% of Vacancies Resulting from Internal Opportunities (Promotions & Transfers)	32%
% of Vacancies Resulting from Turnover (Involuntary & Voluntary Separation)	63%
Voluntary Turnover Rate	7.24%

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Table # 5 Recruitment Activity (January 1-December 31, 2025)

Recruitment Type	Total
Existing Eligible List/Continuous Recruitment	12
Open Competitive Process	38
Internal Recruitment	4
Total Recruitments	54

Activity (Based on Posting Date)	Average
Calendar Days to Fill Vacancies Using an Existing or Continuous Eligibility List	202
Calendar Days to Fill Vacancy Using an Open Competitive Recruitment	152
Calendar Days to Fill Vacancy Using an Internal Only Recruitment	78
Calendar Days to Fill Vacancy – All Recruitments	148

Results	Total
Applications received	1950
Vacancies Filled	66
Internal Promotions	20
New Hires	45
Internal Transfers	1