

**RECRUITMENT STATUS REPORT
UPDATES THRU 3/4/2021**

STAFF PERSON	POSITION	DEPT.	DATE OF VACANCY	# OF OPENINGS	STATUS
KIM	Bus Driver	VT	Multiple	5	Application Deadline: 3/28/21. Lawanda Coleman start date 3/15/21. Start date pending for 1 candidate.
	Part-Time Bus Driver	VT	N/A	N/A	Application Deadline: 3/28/21.
	Transit Maintenance Supervisor	VT	3/2/21	1	Panel Interviews: 3/8/21.
	Lead Mechanic – Valley Transit	VT	1/1/21	1	Negotiation of salary pending with top candidate
	Operator II - Sewer	DPW	2/13/21	1	Nathan Herum transfer date 3/1/21.
	Operator II - Street	PDW	3/1/21	1	Internal Application Deadline: 3/14/21.
	Master Mechanic	DPW	1/15/21	1	Medical pending for top candidate.
	Customer Service Specialist	DPW	2/1/21	1	Top candidate withdrew due to schedule. Background and references pending with next candidate.
	Parking Enforcement Person	DPW	9/10/20	1 + Elig.	Application Deadline: 3/14/21.
	HVAC Technician/Pipefitter	PRFM	1/5/21	1	Application Deadline: 3/14/21.
	Account Clerk II	PRFM	12/12/20	1	Applications under review.
	Utility Worker	Utilities	12/18/20	1	Anthony Rottier transfer pending on hire of Liquids Operator.
	Liquids Operator	Utilities	N/A	1	2 nd Process, Application Deadline: 3/21/21.
ALLISON	Police Officer	Police	N/A	1 + Elig.	Background pending on 1 candidate. Physical Fitness Testing: 3/15/21, 3/16/21, 3/18/21 & 3/20/21.
	Assistant Chief	Police	January 2022	1	Waiting for RTF. PFC Interviews: 3/25/21.
	Community Service Officer (CSO)	Police	1/19/21	N/A	Background pending on 1 candidate. Application Deadline: 3/21/21.
	Administrative Support Specialist	Police	2/19/21	2	Panel Interviews: 3/15/21 & 3/17/21.
	Network Services Supervisor	Library	2/10/21	1	Panel Interviews: 3/12/21.
	Library Assistant – Administration (Sub)	Library	New	1	Application Deadline: 3/7/21.
	Library Clerk (Sub)	Library	N/A	2	Megan Sikowski start date 3/16/21. Rebecca Lehner start date 3/18/21.
	Library Assistant – Children’s (Sub)	Library	N/A	1	Application Deadline: 3/21/21.
	Firefighter	Fire	N/A	1 +Elig.	Conditional Offer extended to 1 candidate.
	Account Clerk I	Finance	2/13/21	1	Online testing pending for top candidate.
	Diversity, Equity and Inclusion Coordinator	Mayor	1/19/21	1	Application Deadline: Extended/Open.

TOTAL POSITIONS OPEN = 30 TOTAL ELIGIBILITY LISTS = 3

Note: Part time non-benefited positions do not (per Recruitment Policy) require authorization outside the department. The Mayor has asked departments to scrutinize.

POSITIONS ON HOLD

STAFF PERSON	POSITION	DEPT	Date(s) of Opening(s)	# of Openings	Person Vacating Position/Status
ALLISON	Systems Analyst	IT	9/6/19	1	Using part-time temporary staffing to fill current need.
KIM	Parking Operator I	DPW	5/30/20	1	Received RTF – December hire.

TOTAL POSITIONS ON HOLD = 2

Note: Part time non-benefited positions do not (per Recruitment Policy) require authorization outside the department. The Mayor has asked departments to scrutinize.