

## Recruitment Status Report

*Updates thru 12/8/2022*

HR Generalist	Position	Dept.	Date of Vacancy	Open Date	# of Openings	Status
Jessie	HVAC Technician	PRFM	11/25/20	09/14/22	1	Application deadline: 1/15/23.
	Electrical/Building Inspector	DPW	02/19/22	01/24/22	1	Determining next steps.
	Operator I - Sanitation	DPW	10/21/22	10/10/22	1	Application deadline: 12/04/22. Panel interviews: 12/13 & 12/14/22.
	Operator I - DPW	DPW	11/07/22	11/04/22	1	Application deadline: 12/04/22. Panel interviews: 12/13 & 12/14/22.
	Engineering Technician	DPW	09/17/22	11/04/22	1	Application deadline: 1/15/23.
	Water Plant Operator	Utilities	09/16/22	09/16/22	1	Conditional offer extended to 1 candidate. Start date: TBD.
	Instrument & Control Systems Technician	Utilities	12/08/22	11/09/22	1	Panel interviews: 12/06/22.
	Relief Operator	Utilities	12/02/22	11/18/22	2	Application deadline: 12/18/22.
	Communication Technician	VT	06/18/22	06/19/22	1	Application deadline: 01/01/23.
	Part Time Utility Worker - VT	VT	09/30/21	10/05/21	1	Application deadline: 01/01/23.
	Bus Driver	VT	Multiple	N/A	8	Application deadline: 01/01/23. Medical pending on 2 candidates. Background pending on 1 candidate.
	Part-Time Bus Driver	VT	N/A	N/A	N/A	Application deadline: 01/01/23.
	Allison	Police Officer	Police	N/A	N/A	2+Elig.
Communication Specialist - .5 FTE		Police	TBD	09/19/22	1	Job offer accepted, start date: 1/4/23.
Communication Specialist		Police	01/11/23	N/A	1	Job offer accepted, start date 12/8/22. Pending overhire approval on 12/7/22.
Community Service Officer		Police	N/A	11/11/22	1	Application deadline: 1/02/23.
PC/LAN Specialist		IT	01/01/23	12/02/22	1	Internal application deadline: 12/11/22.
Assistant City Attorney I		Legal Services	11/22/22	11/30/22	1	Application deadline: 1/02/23.
Community & Economic Development Director		CED	01/04/23	09/16/22	1	Job offer accepted, start date: 1/04/23 pending Council approval on 12/07/22.
Battalion Chief - Resource Development		Fire	TBD	11/11/22	Elig.	Internal application deadline: 12/11/22.

	Battalion Chief - EMS	Fire	New position	11/11/22	1	Internal application deadline: 12/11/22.
	Firefighter	Fire	N/A	09/30/22	Elig.	Determining next steps.

**Total Positions Open: 28**

**Total Eligibility Lists: 3**

**Positions on Hold**

HR Generalist	Position	Dept.	Date of Vacancy	# of Openings	Status
Allison	Library Clerk - Regular Part-Time	Library	07/01/22	1	Internal transfer. Position on hold.
	Library Assistant - Materials Management (Acquisitions)	Library	11/07/22	1	Determining process.
	Operations Clerk	Library	01/03/23	1	Retirement. Waiting for RTF.
	Deputy Director of Community & Economic Development	CED	11/12/22	1	Resignation. Waiting for RTF.

**Total Positions On Hold: 4**

*Note: Per Recruitment Policy, part-time non-benefited positions do not require authorization outside of the department. The Mayor has asked departments to scrutinize.*