

Recruitment Status Report

Updates thru 11/09/2023

HR Generalist	Position	Dept.	Date of Vacancy	Open Date	# of Openings	Status
Jessie	Operator II - Stormwater	DPW	11/01/23	10/18/23	1	Panel interviews: 11/27/23.
	Engineering Technician	DPW	07/14/23	08/23/23	1	Reviewing applications.
	Civil Engineer	DPW	09/25/23	09/22/23	1	Panel interviews: 11/09/23.
	Administrative Services Coordinator	DPW	02/03/24	10/30/23	1	Application deadline: 11/19/23.
	Bus Driver	VT	Multiple	N/A	10	Application deadline: 11/19/23.
	Bus Driver - Part-Time	VT	N/A	N/A	N/A	Application deadline: 11/19/23. Panel interview: 11/05/23.
	Utility Worker - Part-Time	VT	09/30/21	10/05/21	N/A	Application deadline: 11/19/23.
	Utility Worker	VT	New Position	08/01/23	1	Application deadline: 11/19/23.
	Maintenance Specialist - Millwright	Utilities	10/02/23	08/31/23	N/A	Job offer accepted, start date: 11/27/23.
	Allison	Police Officer	Police	12/01/23	N/A	1 + Elig.
Communication Specialist - .5 FTE		Police	09/30/23	10/09/23	1	Pending next steps.
Community Service Officer		Police	01/10/24	11/09/23	1	Application deadline: 12/03/23.
Executive Assistant to the Police Chief		Police	01/03/24	10/06/23	1	Panel interviews: 11/10/23.
Firefighter		Fire	Multiple	09/15/23	2	PFC interviews: 11/27/23.
Administrative Support Specialist - Clerk's Office		Legal & Admin Services	10/02/23	09/27/23	1	Job offer accepted, start date: 1/03/24.
Executive Assistant to the Mayor		Mayor's Office	11/04/23	10/31/23	1	Application deadline: 11/12/23.
Librarian - Adult Services & Engagement		Library	08/29/23	10/30/23	1	Application deadline: 11/19/23.
Real Estate Property Lister	CED	New Position	11/09/23	1	Application deadline: 12/03/23.	

Total Positions Open: 28

Total Eligibility Lists: 1

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 Mgmt (Catalog)	Library	New Position	1	Position on hold.
	Code Compliance Inspector	CED	New Position	1	Determining process.
Jessie	Transit Maintenance Operations Supervisor	VT	03/25/23	1	Position on hold.
	HVAC Technician	PRFM	11/25/20	1	Position on hold.

Total Positions On Hold: 5

