

**RECRUITMENT STATUS REPORT  
UPDATES THRU 11-08-13**

<b>STAFF PERSON</b>	<b>POSITION</b>	<b>DEPT.</b>	<b>Date of Vacancy</b>	<b>RTF Approval Date</b>	<b># of Openings</b>	<b>STATUS</b>
<b>KIM</b>	PT Service Person	DPW	7/15/13	7/10/13	1	Interviews 11/14/13
	Service Person	DPW	11/1/13	7/24/13	1	Rob Lee starting 11/11/13
	Operator II – Water Construction	DPW	12/2/13	Pending	1	Transfer of Andy Leischer
	Grounds Coordinator	PRFM	9/20/13	9/13/13	1	Andy Leischer transferring on 12/2/13
<b>JAY</b>	Police Officer	Police	6/1/13	Pending	1 + Elig. List	PFC interviews 11/12/13 and 11/13/13 One conditional offer extended
	Lead CSO	Police	9/12/13	9/12/13	1	Fitness and PEP test pending
	Crossing Guard	Police	NA	10/23/13	1 + Elig. List	Application deadline date 11/10/13
	Library Assistant (Half time)	Library	8/27/13	9/12/13	1	Candidate start date 11/4/13
	Account Clerk I	Finance	10/14/13	10/11/13	1	Second round of interviews on 11/8/13

**TOTAL POSITIONS OPEN = 9    TOTAL ELIGIBILITY LISTS = 2**

**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**

<b>STAFF PERSON</b>	<b>POSITION</b>	<b>DEPT</b>	<b>Date(s) of Opening(s)</b>	<b>RTF Approval Date</b>	<b># of Openings</b>	<b>Person Vacating Position/Status</b>
<b>JAY</b>	Systems Analyst	IT	2/10/12	Pending	1	Proposed elimination in the 2014 budget by department restructuring.

**TOTAL POSITIONS ON HOLD = 1    TOTAL ELIGIBILITY LISTS = 0**