

**RECRUITMENT STATUS REPORT
UPDATES THRU 6/3/2021**

STAFF PERSON	POSITION	DEPT.	DATE OF VACANCY	# OF OPENINGS	STATUS
KIM	Bus Driver	VT	Multiple	6	Application Deadline: 6/27/21. Medical pending for 1 candidate.
	Part-Time Bus Driver	VT	N/A	N/A	Application Deadline: 6/27/21.
	Utility Worker – Part Time	VT	4/5/21	1	Medical pending for top candidate.
	Operator I - Street	DPW	4/3/21	1	Determining next steps.
	8 Month – Utility Locator	DPW	5/29/21	1	Hired a Seasonal, start date 6/1/21. Department considering changes to structure.
	Part Time Service Person	DPW	6/7/21	1	Application Deadline: 6/6/21.
	Operator II – Water Construction (PM Shift)	DPW	5/27/21	1	Application Deadline: 6/20/21.
	HVAC Technician	PRFM	1/5/21	1	Panel Interviews: 6/10/21.
	Liquids Operator	Utilities	6/9/21	1	Application Deadline: 6/13/21.
ALLISON	Police Officer	Police	N/A	4 +Elig.	Conditional offers extended to 3 candidates. Online Testing Deadline: 6/6/21.
	Community Service Officer (CSO)	Police	1/19/21	N/A	Backgrounds pending for 3 candidates.
	Forensic Evidence Specialist	Police	4/5/21	1	Medical pending for top candidate.
	Operations Clerk - Sub	Library	N/A	N/A	Start date pending for top candidate.
	Business Manager	Library	5/4/21	1	Background and references pending on 1 candidate.
	Page Clerk – Regular Part Time	Library	6/15/21	1	Application Deadline: 6/13/21.
	Health Officer	Health	6/5/21	1	Determining next steps.
	Help Desk Analyst	IT	8/3/21	1	Sarah Conrad start date 6/21/21.
	Budget Analyst	Finance	7/2/21	1	Department evaluating next steps.

**TOTAL POSITIONS OPEN = 26 TOTAL ELIGIBILITY LISTS = 1
POSITIONS ON HOLD**

STAFF PERSON	POSITION	DEPT	Date(s) of Opening(s)	# of Openings	Person Vacating Position/Status
KIM	Parking Operator I	DPW	5/30/20	1	T.O. change pending.
	Utility Worker	Utilities	12/18/20	1	Anthony Rottier transfer date pending the training of new Liquids Operator.
ALLISON	Systems Analyst	IT	9/6/19	1	Using part-time temporary staffing to fill current need.
	Information Technology Director	IT	5/5/21	1	Waiting for RTF.
	Human Resources Director	HR	4/3/21	1	Waiting for RTF.

TOTAL POSITIONS ON HOLD = 5

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