

**RECRUITMENT STATUS REPORT
UPDATES THRU 1/5/18**

STAFF PERSON	POSITION	DEPT.	Date of Vacancy	RTF Approval Date	# of Openings	STATUS
KIM	PT Bus Driver	VT	NA	NA	Flexible	Will keep process open with new flex schedule options
	Bus Driver	VT	7/6/17	9/20/17	1	Background and references pending on candidate Continuing to accept applications
	PT Serviceperson	VT	9/26/17	10/16/17	1	Resignation of Scott Pellegrini Application deadline 1/14/18
	Transit Operations Supervisor	VT	NA	NA	1	Jerry Chapa promoted 1/9/18
	Grounds Coordinator	PRFM	12/8/17	12/4/17 12/20/17	2	Resignation of Dave Vander Heyden Retirement of Marv Vosters Application deadline 1/7/18
	Operator II – Water	DPW	1/2/18	11/20/17	1	Retirement of Mike Allen Promotion of candidate pending
	Operator I – Street	DPW	1/3/18	Carry-over Water Op II 11/20/17	1	Promotion of Ethan Klister Application deadline 1/14/18
	Operator I – Street	DPW	1/2/18	Pending Dept. discussing possible change	1	Retirement of Scott Coenen
	Operator II – Sewer Crew	DPW	1/3/18	Carry-over Sweeper 12/11/17	1	Transfer of Paul Leidel Application deadline 1/14/18
	WW Operations Supervisor	Utilities	3/30/18	12/22/17	1	Retirement of Bob Kennedy Pending over-hire request to Committee
SANDY	Fire Chief	Fire	7/1/18	10/24/17	1	Application deadline date 1/5/18
JAY	Police Officer	Police	12/29/17, 1/1/18, 1/4/18, 1/13/18, 3/1/18	NA	4 + Elig list	Conditional offers extended to two candidates Background pending on one candidate Physical fitness testing 1/6/18 and 1/11/18
	Crossing Guard (Regular and Alternate)	Police	NA	8/2/17	NA	Background pending on one candidate
	Community Service Officer	Police	NA	8/16/17	NA	Backgrounds pending on three candidates Medical pending on three candidates Blake Herbert start date 1/9/18
	Enterprise Accounting Manager	Finance	1/1/18	Pending	1	Application deadline date 1/21/18
	Library Clerk (full-time)	Library	1/6/18	11/29/17	1	Panel interviews 1/9/18

TOTAL POSITIONS OPEN = 17 TOTAL ELIGIBILITY LISTS = 1

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)	RTF Approval Date	# of Openings	Person Vacating Position/Status
JAY	Systems Analyst	IT	7/6/15	Hold	1	Department re-evaluating position. Using part-time temporary staffing to fill current need
KIM	Community Relations Specialist .5 FTE	VT	1/13/17	Pending	1	Resignation of Nikki Voeltzke Re-org approved by Council on 6/21/17 (to .5)

TOTAL POSITIONS ON HOLD = 2