

**RECRUITMENT STATUS REPORT
UPDATES THRU 3-20-15**

STAFF PERSON	POSITION	DEPT.	Date of Vacancy	RTF Approval Date	# of Openings	STATUS
KIM	Operator I – Sanitation	DPW	2/19/15	6/23/14	1	Vacancy of Brian VanDaalwyk
	Operator II – Water	DPW	3/5/15	On-hold - potential T.O. change	1	Resignation of Mike Koleske TO change coming
	Engineering Technician	DPW	TO change and 3/13/15	1/21/15 2/25/15	2	Resignation of Lance Busse Kurtis Geiger starting 4/6/15 One medical pending and conditional offer pending
	PT-Service Person	DPW	2/9/15	1/7/15	1	Vacancy created from transfer of Nick Rogan Interviews 3/19/15
	Master Mechanic	DPW	2/5/15	1/26/15	1	Retirement of Bill Brereton Testing 3/25/15 Interviews 4/14/15
	Laborer Eligibility List	DPW	Anticipated	Pending	Elig List	Testing 3/23/15 Interviews 4/9/15
	Road Supervisor	VT	10/3/14	Approved T.O. Change 12/17/14	2	Re-open process deadline of 3/15/15
	Assistant General Manager	VT	2/2/15	1/9/15	1	Resignation of Sal LaPuma Candidates to Dr. Fico on 3/31/15 and 4/3/15
	PT Bus Driver Eligibility List	VT	Anticipated	1/26/15	Est. New Elig List	Testing on 3/27/15
	Bus Driver	VT	3/7/15	1/26/15	1	Pauline Thompson retirement 3/7/15 Will use candidate pool from part-time process Testing on 3/17/15
	Solids Operator	Utilities	3/23/15	3/10/15	1	Vacancy created from transfer of Stephanie Lee Application deadline date 3/22/15
JAY	Police Officer	Police	1/8/15 2/21/15	12/2/14 2/26/15	2 + Elig List	Chief interviews in process PFC interviews 3/23/15 and 3/24/15 Next round of panel interviews 4/8/15 and 4/9/15
	Community Service Officer	Police	NA	3/20/14	1 + Elig List	Chief interviews in process
	Fire Fighter	Fire	9/19/14 3/2/15	10/27/14 2/3/15	1 + Elig List	Another round of panel interviews on 4/13/15 and 4/15/15 with Chief interviews on 4/27/15
	Lead CSO	Police	4/10/15	Pending	1	Cole Roberts resignation
	Network Services Assistant	Library	2/9/15	2/12/15	1	Background and references pending
	Help Desk Analyst	IT	1/29/15	2/11/15	1	Re-advertising with an application deadline date of 4/5/15

TOTAL POSITIONS OPEN = 18 TOTAL ELIGIBILITY LISTS = 5

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	Evidence Clerk	Police	1/5/15	NA Non TO position	1	Department evaluating position and unit structure
	Administrative Assistant (Half-time)	Health	1/5/15	Pending	1	Request on hold. Department was asked to reevaluate needs through March
	Civilian Fire Inspector	Fire	3/10/15	Pending	1	Brian Noel retirement Re-organization pending

TOTAL POSITIONS ON HOLD = 3 TOTAL ELIGIBILITY LISTS = 0