

**RECRUITMENT STATUS REPORT
UPDATES THRU 06/09/17**

STAFF PERSON	POSITION	DEPT.	Date of Vacancy	RTF Approval Date	# of Openings	STATUS
KIM	PT Bus Driver	Valley Transit	NA	NA	Flexible	Will keep process open with new flex schedule options Pending test results on two candidates
	Bus Driver	VT	5/2/17	5/23/17	1	New application deadline date 6/18/17
	Part-time Communication Technician	Valley Transit	2/13/17 6/15/17	2/9/17 6/6/17	2	Interviews 6/15/17
	Road Supervisor	Valley Transit	2/2/17	2/8/17	1	Dept. evaluation next step
	Operator I – Sanitation	DPW	5/19/17	5/31/17	1	Internal posting deadline 6/11/17
	8 Month Utility Locator	DPW	4/10/17	4/25/17	1	Promotion of Luke Coffey References and Background pending on top candidate
	Recreation Coordinator	PRFM	5/24/17	6/7/17	1	Resignation of Lisa Volkman RTF Pending
SANDY	Diversity and Inclusion Coordinator	Mayor	7/27/16	10/11/16	1	Panel interviews 6/28/17 and 6/29/17
JAY	Police Officer	Police	NA	NA	Elig list	Conditional offer extended and final steps pending Chief interviews in progress
	Administrative Support Specialist	Police	2/1/17	Re-org apprvd 3/1/17	1	Background pending on top candidate
	Library Assistant (Community Partnerships and Children's Sub)	Library	NA	5/2/17	2	Panel interviews 6/14/17
	Operations Clerk	Library	6/3/17	5/18/17	1	Application deadline date 6/11/17
	Assistant City Attorney	Legal Services	4/7/17	3/20/17	1	Darrin Glad start date 6/26/17
	Principal Planner	C&ED	5/18/17	4/27/17	1	Panel interviews 6/8/17
	Secretary to the Mayor	Mayor	5/12/17	4/27/17	1	Panel interviews 6/21/17
	Training and Resource Development Specialist	Fire	Re-org/newly created	Re-org approved 3/1/17	1	Application deadline date 7/9/17
	Battalion Chief – Operations	Fire	2/5/17	6/7/17	1	Ethan Kroll moving into the role 6/11/17

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	VT	1/13/17	Pending	1	Resignation of Nikki Voeltzke

TOTAL POSITIONS ON HOLD = 2 TOTAL ELIGIBILITY LISTS = 0