

Recruitment Status Report

Updates thru 10/7/2022

HR Generalist	Position	Dept.	Date of Vacancy	Open Date	# of Openings	Status
Jessie	Operator I - DPW	DPW	06/13/22	06/13/22	2	Job offer accepted, start date 10/10/22. Job offer accepted, start date 10/17/22.
	Arborist	DPW	06/16/22	06/16/22	1	Job offer accepted, start date 10/03/22.
	Inspector - Plumbing	DPW	09/03/22	07/18/22	1	Job offer accepted, start date 10/24/22.
	Managerial Accounting Coordinator	DPW	11/02/22	08/15/22	1	Job offer accepted, start date 10/17/22.
	Operator II - Water	DPW	09/09/22	08/29/22	1	Job offer accepted, start date: 9/26/22.
	Electrical/Building Inspector	DPW	02/19/22	01/24/22	1	Application deadline: 10/30/22.
	Operator II - Sweeper	DPW	09/26/22	09/26/22	1	Internal application deadline: 10/9/22.
	HVAC Technician	PRFM	11/25/20	09/14/22	1	Application deadline: 10/23/22.
	Maintenance Specialist - Millwright	Utilities	08/25/22	08/15/22	1	Conditional start date of 10/24/22 pending medical on top candidate.
	Water Plant Operator	Utilities	09/16/22	09/16/22	1	Panel interview 10/04/22.
	Safety and Compliance Specialist	VT	N/A	05/06/22	1	Medical pending on 1 candidate.
	Communication Technician	VT	06/18/22	06/19/22	1	Application deadline: 01/01/23.
	Part Time Utility Worker - VT	VT	09/30/21	10/05/21	1	Application deadline: 01/01/23.
	Bus Driver	VT	Multiple	N/A	6	Application deadline: 01/01/23. Panel interview 10/10/22.
Part-Time Bus Driver	VT	N/A	N/A	N/A	Application deadline: 01/01/23.	
Allison	Police Officer	Police	N/A	N/A	7+Elig.	Application deadline: 10/9/22. Conditional offer extended to 2 candidates. Backgrounds pending on 5 candidates. Chief interviews 10/13/22.
	Community Service Officer (CSO)	Police	01/19/21	01/26/22	N/A	Background pending on 1 candidate. Conditional offer extended to 1 candidate.
	Assistant Chief	Police	01/04/23	N/A	1	PFC interviews 10/3/22.
	Communication Specialist - .5 FTE	Police	TBD	09/19/22	1	Application deadline: 10/09/22.
	Administrative Support Specialist - Financials	Library	N/A	08/25/22	1	Second interview 10/11/22.
Content Management Systems Analyst	IT	09/06/19	09/12/22	1	Application deadline: 10/16/22.	

	Community & Economic Development Director	CED	01/04/23	09/16/22	1	Application deadline: 10/16/22.
	Library Page	Library	N/A	10/23/22	1	Application deadline 10/23/22.
	Library Page Clerk Sub	Library	N/A	10/03/22	1	Application deadline 10/23/22.

Total Positions Open: 34

Total Eligibility Lists: 1

Positions on Hold

HR Generalist	Position	Dept.	Date of Vacancy	# of Openings	Status
Allison	Library Clerk - Regular Part-Time	Library	07/01/22	1	Internal transfer. Position on hold.
	Communication Specialist	Police	04/03/22	1	Department restructuring.
	Training & Resource Development Specialist	Fire	01/04/23	1	Retirement. Waiting for RTF.
	Software Engineer	IT	09/30/22	1	Resignation. Department evaluating position.
Jessie	HVAC Technician	PRFM	11/25/20	1	Department evaluating position.

Total Positions On Hold: 5

Note: Per Recruitment Policy, part-time non-benefited positions do not require authorization outside of the department. The Mayor has asked departments to scrutinize.