

RECRUITMENT STATUS REPORT

UPDATES THRU 9/2/2021

STAFF PERSON	POSITION	DEPT.	DATE OF VACANCY	# OF OPENINGS	STATUS
KIM	Operator I - DPW	DPW	8/16/21	1	Application deadline: 9/12/21.
	Operator I - Sanitation	DPW	9/16/21	1	Waiting for RTF.
	Part Time Service Person	DPW	6/7/21	1	Department considering restructure, difficult market to fill PT position.
	Operator II – Water Construction (PM Shift)	DPW	5/27/21	1	Background & references pending on top candidate.
	Arborist	DPW	7/9/21	1	Job offer accepted, start date: 9/20/21.
	Inspector - HVAC	DPW	9/1/21	1	Candidate withdrew. Second interviews pending.
	Administrative Support Specialist (DPW)	DPW	7/29/21	1	Job offer accepted, start date: 9/13/21.
	HVAC Technician	PRFM	1/5/21	1	Application deadline: 9/26/21.
	Recreation Programmer	PRFM	7/29/21	1	Application deadline: 8/29/21.
	ALLISON	Bus Driver	VT	Multiple	8
Part-Time Bus Driver		VT	N/A	N/A	Application deadline: 9/26/21.
Transit Operations Supervisor		VT	8/23/21	1	Panel interviews: 9/8/21.
Police Officer		Police	N/A	3 +Elig.	Backgrounds pending on 1 candidate. Conditional offer extended to 2 candidates. Written test deadline: 9/7/21.
Community Service Officer (CSO)		Police	1/19/21	N/A	Application deadline: Open/Continuous.
Library Page		Library	N/A	N/A	Background & references pending on 2 candidates.
Health Officer		Health	6/5/21	1	Application deadline: Open/Continuous. Background pending on top candidate.
Data Analyst Fellowship		Finance	N/A	1	Application deadline: 9/12/21.
Help Desk Analyst		IT	7/31/21	1	Panel interviews: 9/1/21 & 9/3/21.
HR Generalist		HR	7/22/21	1	Background & references pending on top candidate.
Network Services Assistant		Library	9/2/21	1	Application deadline: 9/6/21.
Fire Protection Engineer		Fire	1/4/22	1	Application deadline: 9/19/21.
Information Technology Director		IT	5/5/21	1	Application deadline: 9/19/21.
LTE – Disease Intervention Specialist/Nurse		Health	N/A	N/A	Application deadline: 9/5/21.
Administrative Assistant - .8FTE		HR	8/26/21	1	Application deadline: 9/12/21.

TOTAL POSITIONS OPEN = 29 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)	# of Openings	Vacating Position/Status
ALLISON	Systems Analyst	IT	9/6/19	1	Using part-time temporary staffing to fill current need.

TOTAL POSITIONS ON HOLD = 1

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