

**RECRUITMENT STATUS REPORT
UPDATES THRU 4/08/2021**

STAFF PERSON	POSITION	DEPT.	DATE OF VACANCY	# OF OPENINGS	STATUS	
KIM	Bus Driver	VT	Multiple	6	Application Deadline: 6/27/21. Start date pending for 1 candidate.	
	Part-Time Bus Driver	VT	N/A	N/A	Application Deadline: 6/27/21.	
	Utility Worker – Part Time	VT	4/5/21	1	Application Deadline: 4/25/21	
	Operator I - Stormwater	DPW	4/2/21	1	Internal Application Deadline: 4/11/21.	
	Operator I - Street	DPW	4/3/21	1	Jeff Harvey's 4/2/21 resignation. Internal Application Deadline: 4/18/21.	
	Parking Enforcement Person	DPW	9/10/20	1 + Elig.	Panel Interviews: 4/14/21.	
	HVAC Technician	PRFM	1/5/21	1	Application Deadline: 4/18/21.	
	Account Clerk II	PRFM	12/12/20	1	Stephanie Cheslock start date 4/13/21.	
	Utility Worker	Utilities	12/18/20	1	Anthony Rottier transfer pending on hire of Liquids Operator.	
	Liquids Operator	Utilities	N/A	1	Panel Interviews: 4/16/21.	
	ALLISON	Police Officer	Police	N/A	Elig.	Panel Interviews: 4/7/21, 4/9/21, & 4/12/21.
		Assistant Chief	Police	January 2022	1	Waiting for RTF. One (1) candidate added to eligibility list.
		Community Service Officer (CSO)	Police	1/19/21	N/A	Physical Fitness Testing: 4/10/21.
Administrative Support Specialist		Police	2/19/21	1	Background pending on 1 candidate.	
Forensic Evidence Specialist		Police	4/5/21	1	Application Deadline: 4/11/21.	
Library Assistant – Children's (Sub)		Library	N/A	1	Victoria Staedt start date 4/12/21.	
Diversity, Equity and Inclusion Coordinator		Mayor	1/19/21	1	Mayor Interviews: 4/14/21.	
Health Officer	Health	6/5/21	1	Application Deadline: Open		

TOTAL POSITIONS OPEN = 22 TOTAL ELIGIBILITY LISTS = 2

POSITIONS ON HOLD

STAFF PERSON	POSITION	DEPT	Date(s) of Opening(s)	# of Openings	Person Vacating Position/Status
ALLISON	Systems Analyst	IT	9/6/19	1	Using part-time temporary staffing to fill current need.
	Help Desk Analyst	IT	8/3/21	1	Overhire request to HR/IT committee.
	Information Technology Director	IT	5/5/21	1	Dean Fox 5/4/21 resignation. Waiting for RTF.
	Human Resources Director	HR	4/3/21	1	Waiting for RTF.
KIM	Parking Operator I	DPW	5/30/20	1	Received RTF – December hire.

TOTAL POSITIONS ON HOLD = 5

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