

**RECRUITMENT STATUS REPORT
UPDATES THRU 2/7/19**

STAFF PERSON	POSITION	DEPT.	Date of Vacancy	# of Openings	STATUS
KIM	Bus Driver	VT	7/6/17	2	Backgrounds and references pending on two candidates. Testing date 2/8/19. Application deadline 2/24/19.
	Part-Time Bus Driver	VT	N/A	1	Testing date 2/8/19. Application deadline 2/24/19.
	Part-Time Service Person (.5FTE)	VT	1/10/19 & 1/14/19	2	Background and references pending on finalist.
	Communication Technician	VT	1/21/19	1	Testing deadline 2/8/19. Applications under review.
	Liquids Operator	Utilities	12/31/18	1	Panel interviews 2/25/19.
	Part-Time Service Person (.5FTE)	DPW	1/24/19	1	Panel interviews 2/8/19.
	Operator I - Street	DPW	1/29/19	1	Panel interviews 2/26/19.
	Director of PRFM	PRFM	2/1/19	1	Dean Gazza returning to position.
JAY	Police Officer	Police	NA	Elig list	Conditional offer extended to one candidate. Chief interviews 2/20/19 and 2/21/19.
	Fire Fighter	Fire	11/12/18, 1/4/19 & 2/5/19	NA	Conditional offer extended to five candidates. Remaining steps to be completed during the week of 2/11/19.
	BC-Fire Prevention & Public Education	Fire	3/15/19	1	Application deadline 2/24/19.
	Library Page Clerk (Regular Part-Time)	Library	11/2/18	1	Background and references pending on top candidate.
	Emergency Management Coordinator	Health	New Position	1	Background and references pending on top candidate.
	Account Clerk I	Finance	1/4/19	1	Panel interviews 2/11/19.

TOTAL POSITIONS OPEN = 14 TOTAL ELIGIBILITY LISTS = 1

POSITIONS ON HOLD

STAFF PERSON	POSITION	DEPT	Date(s) of Opening(s)	# of Openings	Person Vacating Position/Status
JAY	Systems Analyst	IT	7/6/15	1	Department re-evaluating position. Using part-time temporary staffing to fill current need
	Communication Specialist	Police	6/21/18	1	Department currently evaluating the position/schedule.
	Public Health Nurse	Health	4/5/19	1	Ann Steele retirement. Request to fill pending.
	Elections Clerk	Legal Services	2/15/19	1	Department currently evaluating the position/department structure.

TOTAL POSITIONS ON HOLD = 4

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