

**RECRUITMENT STATUS REPORT
UPDATES THRU 10-1-16**

STAFF PERSON	POSITION	DEPT.	Date of Vacancy	RTF Approval Date	# of Openings	STATUS
KIM	Laborer	DPW	8/15/16	7/19/16 8/5/16 8/5/16	3	Jeff Harvey starting 10/10/16. Medicals pending on two (2) finalists.
	Facilities Technician	PRFM	1/8/16	12/17/15	1	Retirement of Jerry Running Candidate withdrew – opened position with deadline of 10/30.
	PT Bus Driver	VT	10/3/16	9/29/16	1	Anticipated Internal posting down 9/29/16 (no signers) Application deadline 10/23/16.
	Bus Driver	VT	9/22/16	9/29/16	1	Vacancy due to resignation from Steve Gracyalny Internal posting down 9/29/16, Todd Schafer assigned 10/3/16
	Maintenance Supervisor	Valley Transit	7/8/16	9/1/16	1	Resignation of Mike Punzel Application deadline date 10/2/16
	PT Serviceperson	VT	7/1/16	8/2/16	1	Gary Geiger starting 10/10/16.
JAY	Police Officer	Police	9/16/16 9/16/16	8/29/16 8/29/16	2 + Elig list	Chief level interviews in process
	Crossing Guard	Police	NA	8/17/16	4 + Elig list	Background results pending on four candidates
	Library Assistant – Acquisitions	Library	9/9/16	9/16/16	1	Application deadline date 10/9/16
	Fire Fighter	Fire	7/14/16	9/29/16	1	Application deadline date 10/16/16
	Fire – Battalion Chief – Training Officer	Fire	9/3/16	9/29/16	1	Application deadline date 10/23/16

TOTAL POSITIONS OPEN = 16 TOTAL ELIGIBILITY LISTS = 2

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
	Diversity Coordinator	C & ED	7/27/16	Pending	1	Kathy Flores resignation. Request to fill pending.

TOTAL POSITIONS ON HOLD = 3 TOTAL ELIGIBILITY LISTS = 0