

Recruitment Status Report

Updates thru 8/18/2022

HR Generalist	Position	Dept.	Date of Vacancy	Open Date	# of Openings	Status
Jessie	Operator I - Sanitation	DPW	05/23/22	05/20/22	2	Job offer accepted, start date 8/09/22. Job offer accepted, start date 8/22/22.
	Operator I - DPW	DPW	06/13/22	06/13/22	1	Application deadline: 8/28/22. Panel Interviews: 9/08/22.
	Arborist	DPW	06/16/22	06/16/22	1	Application deadline: 8/28/22. Panel Interviews: 9/08/22.
	Electrical/Building Inspector	DPW	02/19/22	01/24/22	1	Application deadline: 10/30/22.
	Inspector - Plumbing	DPW	09/03/22	07/18/22	1	Application deadline: 8/21/22. Panel interview: 8/19/22.
	Master Mechanic	DPW	07/02/22	06/02/22	1	Job offer accepted, start date 8/30/22.
	Managerial Accounting Coordinator	DPW	11/02/22	08/15/22	1	Application deadline: 9/04/22.
	Maintenacne Specialist - Millwright	Utilities	08/25/22	08/15/22	1	Application deadline: 9/04/22.
	Wastewater Plant Operator	Utilities	N/A	05/09/22	1	Job offer accepted, start date 8/24/22.
	Relief Operator	Utilities	04/19/21	04/19/21	1	Job offer accepted, start date 8/24/22.
	Communication Technician	VT	06/18/22	06/19/22	1	Application deadline: 10/02/22.
	Part Time Utility Worker - VT	VT	09/30/21	10/05/21	1	Application deadline: 10/02/22.
	Safety and Compliance Specialist	VT	N/A	05/06/22	1	Application deadline: 12/31/22.
	Bus Driver	VT	Multiple	N/A	7	Application deadline: 10/02/22. Medical pending on 1 candidate. Job offer accepted, start date: 8/22/22. Job offer accepted, start date: 8/29/22.
	Part-Time Bus Driver	VT	N/A	N/A	N/A	Application deadline: 10/02/22. Background pending on one candidate.
Allison	Police Officer	Police	N/A	N/A	6+Elig.	Application deadline: open. Conditional offer extended to 1 candidate. PFC interviews: 8/23/22. Physical fitness testing: 8/29 & 8/31/22. Backgrounds pending on 3 candidates.
	Community Service Officer (CSO)	Police	01/19/21	01/26/22	N/A	Chief interview: 9/1/22. Backgrounds pending on 2 candidates.

	Police Chief	Police	01/04/23	04/15/22	1	PFC second interview: 8/29/22.
	Library Page Clerk	Library	N/A	N/A	N/A	Background & references pending on 2 candidates.
	Library Page	Library	N/A	N/A	N/A	Background & references pending on top candidate.
	Library Clerk - Regular Part-Time	Library	12/21/21	06/14/22	1	Panel interviews: 8/25/22.
	Administrative Assistant - Health	Health	07/18/22	07/05/22	1	Job offer accepted, start date: 8/29/22.
	Systems Administrator	IT	N/A	08/14/22	1	Reviewing applications.

Total Positions Open: 30

Total Eligibility Lists: 1

Positions on Hold

HR Generalist	Position	Dept.	Date of Vacancy	# of Openings	Status
Allison	Systems Analyst	IT	09/06/19	1	Using part-time temporary staffing to fill current need.
	Library Clerk - Regular Part-Time	Library	07/01/22	1	Internal transfer. Position on hold.
	Library Business Manager	Library	08/23/22	1	Department restructuring.
	Communication Specialist	Police	04/03/22	1	Department restructuring.
	Training & Resource Development Specialist	Fire	01/04/23	1	Retirement. Waiting for RTF.
Jessie	HVAC Technician	PRFM	11/25/20	1	Department evaluating position.

Total Positions On Hold: 6

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