

RECRUITMENT STATUS REPORT

UPDATES THRU 2/18/2022

| STAFF PERSON | POSITION | DEPT | DATE OF VACANCY | OPEN DATE | # OF OPENINGS | STATUS | |
|---|-------------------------------|---------------------------------|-----------------|------------|--|--|---|
| JESSIE | Public Works Director | DPW | 6/4/2022 | 12/10/2021 | 1 | Employment Resource Group process started 2/4/22. | |
| | Engineering Technician | DPW | 2/5/2022 | 2/1/2022 | 1 | Panel interviews: 2/21/22. | |
| | Utility Locator | DPW | | 2/3/2022 | 1 | Application deadline: 2/20/22. | |
| | HVAC Technician | PRFM | 1/05/2021 | 11/25/2020 | 1 | Application deadline: 2/20/22. | |
| | Electrical/Building Inspector | DPW | 2/19/2022 | 1/24/2022 | 1 | Application deadline: 2/27/22. | |
| | Water Plant Operator | Utilities | 3/2/2022 | 2/11/2022 | 1 | Application deadline: 3/6/22. | |
| | Transit Operations Supervisor | VT | 9/30/2021 | 10/05/2021 | 1 | Determining next steps. | |
| | Mechanic – VT | VT | 2/1/2022 | 1/24/2022 | 1 | Determining next steps. | |
| | Part Time Utility Worker – VT | VT | 9/30/2021 | 10/05/2021 | 1 | Application deadline: 2/27/2022. | |
| | Bus Driver | VT | Multiple | N/A | 7 | Application deadline: 6/30/22. | |
| | Part-Time Bus Driver | VT | N/A | N/A | N/A | Application deadline: 6/30/22. Backgrounds pending on 2 candidates. | |
| | ALLISON | Police Officer | Police | N/A | N/A | 3 +Elig. | Application deadline: Open. Conditional offer extended to 2 candidates. Backgrounds pending on 1 candidate. PFC interviews: 2/22/22. |
| | | Community Service Officer (CSO) | Police | 1/19/2021 | 01/26/2022 | N/A | Background pending on 1 candidate. Application deadline: 2/20/22. |
| Fire Protection Engineer | | Fire | 1/4/2022 | 09/23/2021 | 1 | Application deadline: 2/20/22. | |
| Firefighter | | Fire | N/A | 09/29/2021 | N/A | Conditional offer extended to 1 candidate. | |
| Library Page Clerk – Materials Management (Sub) Library | | Library | N/A | 12/08/2021 | 1 | Job offer accepted, start date: 2/28/22. | |
| Finance Director | | Finance | 3/2/2022 | 11/11/2021 | 1 | Job offer accepted, start date: 2/17/22. Council approved on 2/16/22. | |
| Benefits Coordinator | | HR | 5/3/2022 | 01/05/2022 | 1 | Job offer accepted, start date pending. | |
| Library Assistant – Hmong Family Outreach Specialist | | Library | 1/4/2022 | 01/11/2022 | 1 | Background & references pending on top candidate. | |
| Weights and Measures Specialist – Half-Time | Health | 2/24/2022 | 01/24/2022 | 1 | Application deadline extended to 3/6/22. | | |
| Public Health COVID-19 Fellowship | Health | N/A | 02/15/2022 | 1 | Application deadline 3/6/22. | | |

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

TOTAL POSITIONS OPEN = 26 TOTAL ELIGIBILITY LISTS = 1

POSITIONS ON HOLD

| STAFF PERSON | POSITION | DEPT | Date(s) of Opening(s) | # of Openings | Vacating Position/Status |
|---------------------|-----------------------------------|-------------|------------------------------|----------------------|--|
| ALLISON | Systems Analyst | IT | 9/6/2019 | 1 | Using part-time temporary staffing to fill current need. |
| | Library Clerk – Regular Part Time | Library | 12/21/2021 | 1 | Internal transfer. Position on hold. |
| | Property Assessor III | CED | 05/14/2022 | 1 | Retirement. Pending RTF. |
| | Communication Specialist | Police | 05/04/2022 | 1 | Retirement. Evaluating position. |

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.