

RECRUITMENT STATUS REPORT

UPDATES THRU 7/08/2021

STAFF PERSON	POSITION	DEPT.	DATE OF VACANCY	# OF OPENINGS	STATUS
KIM	Bus Driver	VT	Multiple	8	Application Deadline: 9/26/21. Start date pending on 1 candidate.
	Part-Time Bus Driver	VT	N/A	N/A	Application Deadline: 9/26/21.
	Operator II - Street	DPW	4/3/21	1	Internal Application Deadline: 7/25/21.
	Part Time Service Person	DPW	6/7/21	1	Application Deadline: 7/25/21.
	Operator II – Water Construction (PM Shift)	DPW	5/27/21	1	Panel Interviews: 7/14/21.
	Arborist	DPW	7/9/21	1	Application Deadline: 7/18/21.
	Inspector - HVAC	DPW	9/1/21	1	Application Deadline: 7/18/21.
	HVAC Technician	PRFM	1/5/21	1	Application Deadline: 7/25/21.
	Liquids Operator	Utilities	6/9/21	1	Medical pending on top candidate.
	ALLISON	Police Officer	Police	N/A	2 +Elig.
Community Service Officer (CSO)		Police	1/19/21	N/A	Job offer accepted, start date 7/12/21. Background pending on 1 candidate.
Library Clerk – Regular Part Time		Library	6/19/21	1	Applications under review.
Library Clerk		Library	6/26/21	1	Applications under review.
Health Officer		Health	6/5/21	1	Application Deadline: Open/Continuous.
Human Resources Director		HR	4/3/21	1	Panel Interviews: 7/14/21.
Account Clerk I		Finance	7/5/21	1	Application Deadline: 7/18/21.

TOTAL POSITIONS OPEN = 24 TOTAL ELIGIBILITY LISTS = 1

POSITIONS ON HOLD

STAFF PERSON	POSITION	DEPT	Date(s) of Opening(s)	# of Openings	Vacating Position/Status
KIM	Utility Worker	Utilities	12/18/20	1	Internal transfer date pending the training of new Liquids Operator.
ALLISON	Systems Analyst	IT	9/6/19	1	Using part-time temporary staffing to fill current need.
	Information Technology Director	IT	5/5/21	1	Waiting for RTF.

TOTAL POSITIONS ON HOLD = 3

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