

## Recruitment Status Report

*Updates thru 2/03/2023*

HR Generalist	Position	Dept.	Date of Vacancy	Open Date	# of Openings	Status	
<b>Jessie</b>	HVAC Technician	PRFM	11/25/20	01/27/23	1	Application deadline: 2/26/23.	
	Operator I - Sanitation (Automated Side Loader)	DPW	01/27/23	01/27/23	1	Application deadline: 2/19/23.	
	Inspector - Residential Building	DPW	03/25/23	01/27/23	1	Application deadline: 2/19/23.	
	Engineering Technician	DPW	09/17/22	11/04/22	1	Panel interviews: 2/2/23 & 2/7/23.	
	Electrician - Traffic DPW	DPW	11/02/22	12/12/22	1	2nd interview for top candidate: 2/09/23.	
	Arborist	DPW	01/06/23	01/05/23	2	Panel interviews: 2/2/23.	
	Parking Enforcement Person	DPW	11/05/22	01/05/23	1	Application deadline: 1/29/23.	
	HVAC/Building Inspector	DPW	01/14/23	01/05/23	1	Panel interviews: 2/15/23.	
	Operator I - Parking	DPW	01/04/23	01/06/23	1	Application deadline: 1/29/23.	
	Deputy Director / City Engineer	DPW	04/07/23	01/06/23	1	Application deadline: 2/05/23.	
	Operations Crew Leader - Parking	DPW	01/04/23	01/11/23	1	Application deadline: 1/29/23.	
	Communication Technician	VT	06/18/22	06/19/22	1	Application deadline: 06/04/23.	
	Part Time Utility Worker - VT	VT	09/30/21	10/05/21	N/A	Application deadline: 06/04/23.	
	Bus Driver	VT	Multiple	N/A	8	Application deadline: 06/04/23. Job offer accepted, start date: 2/27/23. Background pending on 1 candidate.	
	Part-Time Bus Driver	VT	N/A	N/A	N/A	Application deadline: 06/04/23.	
	<b>Allison</b>	Police Officer	Police	N/A	N/A	2+Elig.	Application deadline: open. Chief interviews: 2/9 & 2/10/23. Conditional offer extended to 1 candidate.
		Community Service Officer	Police	N/A	11/11/22	1	Backgrounds pending on 4 candidates.
Manager of Communications and Public Engagement		Mayor	02/03/23	02/03/23	1	Application deadline: 2/26/23.	
Help Desk Analyst		IT	0/16/23	01/12/23	1	Panel interviews: 2/9/23.	
Library Assistant - Materials Management (Acquisitions)		Library	11/07/22	12/14/22	1	Job offer accepted, start date: 2/6/23.	
Operations Clerk		Library	01/03/23	12/20/22	1	Job offer accepted, start date: 2/20/23.	
Library Page		Library	N/A	01/17/23	1	Application deadline: 2/05/23.	
Budget and Accounting Manager		Finance	12/23/22	12/29/22	1	Application deadline extended to 2/26/23.	
Battalion Chief - EMS		Fire	New position	11/11/22	1	Job offer accepted, start date: 2/12/23.	
Firefighter	Fire	N/A	09/30/22	1+Elig.	Background pending on 7 candidates.		

	Environmentalist	Health	New position	12/27/22	1	Medical pending on top candidate.
	Deputy Director of Community & Economic Development	CED	11/12/22	01/12/23	1	Screening interviews: 2/07/23.

**Total Positions Open: 34**

**Total Eligibility Lists: 2**

**Positions on Hold**

HR Generalist	Position	Dept.	Date of Vacancy	# of Openings	Status
Allison	Library Clerk - Regular Part-Time	Library	07/01/22	1	Internal transfer. Position on hold.
	Community Development Specialist	CED	02/03/23	1	Resignation. Waiting for RTF.

**Total Positions On Hold: 2**

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