RECRUITMENT STATUS REPORT
UPDATES THRU 6-6-14

STAFF PERSON	POSITION	DEPT.	Date of Vacancy	RTF Approval Date	# of Openings	STATUS
KIM	Part-time Bus Driver	VT	Anticipated	4/23/14	1+ Elig. List	Interview for one candidate on 6-11-14 Extended application deadline date to 6/8/14 to expand pool
	Full-time Bus Driver	VT	7/1/14	Pending	1	Retirement of Deb Kelpinski
	HVAC Technician/Pipefitter	PRFM	4/4/14	3/27/14	1	Extended application deadline to 6/8/14
	PT Service Person	VT	3/7/14	3/13/14	1	Candidate withdrew. Re-advertising with application deadline date 6/15/14
	Inventory Control Clerk	DPW	5/30/14	5/27/14	1	Interviews 6/13/14
	Inspector	DPW	6/27/14	Pending	1	Resignation of Johan Hendriks
	Lab Technician	WW	6/3/14	5/19/14	1	Interviews 6/11/14
JAY	Lead CSO	Police	1/1/14	11/13/13 – Budget adoption	1	Chief interviews 6/6/14
	CSO	Police	NA	3/20/14	1 + Elig. List	Chief interviews 6/17/14 and 6/18/14
	Deputy Director Finance	Finance	5/8/14	5/13/14	1	Interviews 6/17/14
	Account Clerk I	Finance	Pending	4/23/14	1	Background and references pending
	City Clerk	Legal Services	4/17/14	4/23/14	1	Panel interviews 6/4/14 and 6/10/14
	Library Clerk (Half-time)	Library	4/28/14	4/23/14	1+ Elig. List	Start date pending on Jeff Jandourek
	Library Assistant (6108)	Library	NA	4/23/14	1+ Elig. List	Interviews 6/18/14

TOTAL POSITIONS OPEN = 14   TOTAL ELIGIBILITY LISTS = 4

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
KIM	Golf Course Superintendent	PRFM	1/3/14	Re-org apprvd 12/19/13	1	Re-evaluating process
	8 Month Engineering Technician	DPW	5/30/14	Pending	1	Resignation of Josh Collien
JAY	Deputy City Attorney	Legal Services	4/4/14	Pending	1	RTF pending Mayor's approval
	Community Development Support Staff	Comm Dev	1/17/14	Pending	1	Dept. and Mayor reviewing position

TOTAL POSITIONS ON HOLD = 4   TOTAL ELIGIBILITY LISTS = 0