

Recruitment Status Report

Updates thru 10/19/2022

HR Generalist	Position	Dept.	Date of Vacancy	Open Date	# of Openings	Status
Jessie	HVAC Technician	PRFM	11/25/20	09/14/22	1	Application deadline: 10/23/22.
	Electrical/Building Inspector	DPW	02/19/22	01/24/22	1	Application deadline: 10/30/22.
	Operator I - Street	DPW	10/23/22	10/13/22	1	Internal application deadline: 10/23/22.
	Operator I - Sanitation	DPW	10/21/22	10/10/22	1	Internal application deadline: 10/23/22.
	Water Plant Operator	Utilities	09/16/22	09/16/22	1	Application deadline: 10/23/22.
	Communication Technician	VT	06/18/22	06/19/22	1	Application deadline: 01/01/23.
	Part Time Utility Worker - VT	VT	09/30/21	10/05/21	1	Application deadline: 01/01/23.
	Bus Driver	VT	Multiple	N/A	6	Application deadline: 01/01/23. Background pending on 1 candidate.
	Part-Time Bus Driver	VT	N/A	N/A	N/A	Application deadline: 01/01/23.
Allison	Police Officer	Police	N/A	N/A	7+Elig.	Application deadline: open. Conditional offer extended to 2 candidates. PFC interviews: 10/24/22. Physical fitness testing: 10/20 & 10/21/22. Backgrounds pending on 4 candidates.
	Community Service Officer (CSO)	Police	01/19/21	01/26/22	N/A	Background pending on 1 candidate. Job offer accepted, start date: 11/1/22.
	Communication Specialist - .5 FTE	Police	TBD	09/19/22	1	Background pending on top candidate.
	Content Management Systems Analyst	IT	09/06/19	09/12/22	1	Job offer accepted, start date: 11/7/22.
	Community & Economic Development Director	CED	01/04/23	09/16/22	1	Application deadline: 11/6/22.
	Administrative Support Specialist - Financials	Library	N/A	08/25/22	1	Job offer pending.
	Library Page	Library	N/A	10/23/22	1	Application deadline: 10/23/22.
	Library Page Clerk Sub	Library	N/A	10/03/22	1	Application deadline: 10/23/22.
	Library Clerk (Sub)	Library	N/A	10/14/22	1	Application deadline: 10/30/22.
	Library Page Clerk - Materials Management Sub	Library	N/A	10/14/22	1	Application deadline: 10/30/22.
	Firefighter	Fire	N/A	09/30/22	Elig.	Panel interviews: 10/26 & 10/27/22.

Total Positions Open: 28

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.
	Communication Specialist	Police	04/03/22	1	Department restructuring.
	Deputy Director of Community & Economic Development	CED	11/12/22	1	Resignation. Waiting for RTF.

Total Positions On Hold: 3

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