

**RECRUITMENT STATUS REPORT
UPDATES THRU 4-4-14**

STAFF PERSON	POSITION	DEPT.	Date of Vacancy	RTF Approval Date	# of Openings	STATUS
KIM	Pipefitter/HVAC	PRFM	4/4/14	3/27/14	1	Resignation of Pete Freund Application deadline 4/13/14
	Laborer - .5 FTE	DPW	Added in 2014 Budget	Added in 2014 Budget	1	Interviews 4/9/14
	Plumbing Inspector	DPW	4/4/14	2/21/14	1	Interviews 4/10/14
	Liquids Operator	Utilities	3/17/14	3/12/14	1	Medical pending on final candidate
	PT Service Person	VT	3/7/14	3/13/14	1	Currently reviewing applications
JAY	Lead CSO	Police	1/1/14	11/13/13 – Budget adoption	1	Currently reviewing applications
	CSO	Police	NA	3/20/14	1 + Elig. List	Advertisement pending
	Fire Fighter	Fire	1/10/14	1/24/14	1 + Elig. List	Background pending on top candidate Eligibility list established
	Communications Coordinator	Mayor	1/1/14	Added in 2014 budget	1	Panel interviews 4/30/14
	Finance Director	Finance	12/19/13	12/31/13	1	Skype interviews 4/15/14
	Librarian	Library	2/7/14	2/18/14	1	Background and references pending on top candidate
	Library Assistant – Hispanic Family Outreach Specialist	Library	NA	2/11/14 by APL Board	1	Interviews 4/11/14
	Account Clerk III	Finance	4/4/14	3/24/14	1	Application deadline date 4/6/14

TOTAL POSITIONS OPEN = 13 TOTAL ELIGIBILITY LISTS = 2

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	Bus Driver	VT	2/3/14	RTF pending	Will use current elig. List	Retirement of Jim Feavel
	Parking Enforcement/Ramp Attendant (Proposed combination of vacant .4 Cashier and existing .5 Enforcement)	DPW	3/24/14	TO change coming	1	T O change pending
	Golf Course Superintendent	PRFM	1/3/14	Re-org apprvd 12/19/13	1	Re-evaluating process
JAY	Deputy City Attorney	Legal Services	4/4/14	Pending	1	Ellen Totzke retirement.
	5 th floor Customer Service	Comm Dev	1/17/14	Pending	1	Dept. reviewing position.

TOTAL POSITIONS ON HOLD = 5 TOTAL ELIGIBILITY LISTS = 0