

## Recruitment Status Report

Updates thru 4/06/2023

HR Generalist	Position	Dept.	Date of Vacancy	Open Date	# of Openings	Status
Jessie	HVAC Technician	PRFM	11/25/20	01/27/23	1	Application deadline: 04/23/23.
	Engineering Technician	DPW	04/03/23	03/30/23	1	Application deadline: 4/23/23.
	Operator II - Sewer	DPW	04/03/23	03/27/23	1	Application deadline: 4/09/23. Panel interviews: 4/20/23.
	Civil Engineer	DPW	04/01/23	03/09/23	2	Application deadline: 4/02/23.
	Traffic Engineering Specialist	DPW	03/16/23	03/03/23	1	Application deadline: 4/23/23.
	Operator II - Water	DPW	02/24/23	02/15/23	1	Panel interviews: 4/05/23.
	Arborist	DPW	01/06/23	01/05/23	1	Application deadline: 4/02/23. Job offer accepted, start date: 4/17/23.
	Parking Enforcement Person	DPW	11/05/22	01/05/23	1	Medical pending on top candidate.
	HVAC/Building Inspector	DPW	01/14/23	01/05/23	1	Application deadline: 4/23/23. Panel interviews: 4/13/23.
	Operations Supervisor (Safety Coordinator, Sewer Crew, Sweepers)	DPW	04/07/23	03/22/23	1	Internal application deadline: 4/09/23. Panel interviews: 4/13/23.
	Service Person CEA & Parking	DPW	04/03/23	03/21/23	1	Application deadline: 4/16/23.
	Relief Operator - Wastewater	Utilities	02/28/23	03/03/23	1	Application deadline: 4/09/23.
	Water Plant Operator	Utilities	03/11/23	03/03/23	1	Panel interviews: 4/04 & 4/05/23.
	Part Time Utility Worker - VT	VT	09/30/21	10/05/21	N/A	Application deadline: 6/04/23.
Allison	Bus Driver	VT	Multiple	N/A	8	Application deadline: 6/04/23.
	Part-Time Bus Driver	VT	N/A	N/A	N/A	Application deadline: 6/04/23.
	Police Officer	Police	N/A	N/A	Elig.	Chief interviews: 4/11 & 4/17/23.
	Community Service Officer	Police	N/A	11/11/22	1	Backgrounds pending on 2 candidates.
	Firefighter	Fire	Multiple	09/03/22	2	PFC interviews: 4/24/23.
	Principal Planner	CED	02/27/23	03/03/23	1	Panel interviews: 4/12/23.
	Account Clerk I	Finance	03/20/23	03/06/23	1	2nd application deadline: open.
	ERP Systems Specialist	IT	02/04/23	02/10/23	1	Application deadline open. Panel interview: 4/11/23.
	Library Page Clerk - Regular Part-time	Library	04/30/23	04/05/23	3	Application deadline: 4/23/23.
	Library Page	Library	N/A	03/31/23	1	Application deadline: 4/16/23.
Library Assistant Supervisor - Materials Management	Library	04/01/23	03/21/23	1	Panel interviews: 4/18/23.	

	Library Assistant - Public Services (Sub)	Library	N/A	03/10/23	1	Panel interviews: 4/13/23.
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**Total Positions Open: 34**

**Total Eligibility Lists: 1**

**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.
	Administrative Support Specialist	Police	03/14/23	1	Department evaluating position.
	Coordinated Entry Specialist	CED	04/03/23	1	Internal promotion. Department evaluating position.
	Public Health Nurse - .5FTE	Health	04/19/23	1	Resignation. Waiting for RTF.
Jessie	Transit Maintenance Operations Supervisor	VT	03/25/23	1	Determining next steps.

**Total Positions On Hold: 5**

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