

**RECRUITMENT STATUS REPORT
UPDATES THRU 6-5-15**

STAFF PERSON	POSITION	DEPT.	Date of Vacancy	RTF Approval Date	# of Openings	STATUS
KIM	Service Person	DPW	4/3/15	3/25/15	1	Resignation of Nick Rogan Application deadline date 6/14/15
	Laborer Eligibility List	DPW	Anticipated	6/23/14 4/6/15	1 + Elig List	Medical pending on second candidate
	PT Bus Driver Eligibility List	VT	2/9/15 6/26/15	1/26/15 Pending	2 + Est. New Elig List	Vacancy of Elizabeth Kirk and Kari Boardman Interviews on 6/10/15
	PT Service Person	VT	4/20/15	4/15/15	1	Resignation of Chab Vue Background and references pending on final candidate
	PT Communication Technician	VT	6/12/15	Pending	1	Resignation of Gwen Francart
	Liquids Operator	Utilities	4/24/15 Mid-2015 (transfer of Corey Dixon)	4/15/15 4/6/15	2	Resignation of Tim DeGroot/Transfer of Corey Dixon Medical pending on two candidates
	Operator II – Sewer Crew	DPW	5/15/15	5/14/15	1	Tony Foytik resignation Will post internally after other internal process
	Arborist	DPW	6/2/15	T O Change	2	Mike Stanonik promotion Create eligibility list for additional arborist to start 2016 (from T.O. change) Application deadline 6/7/15
	Master Mechanic	DPW	5/29/15	5/22/15	1	Resignation of Travis Hildebrant References and medical pending
	Operations Crew Leader – Street	DPW	TO Change	TO Change	1	Interviews 6/12/15
	Maintenance – Millwright	Utilities	5/26/15	5/15/15	1	Greg Tarlton vacancy Application deadline 6/7/15
JAY	Police Officer	Police	6/9/15 6/4/15 7/3/15	5/19/15 5/26/15 5/19/15	3 + Elig List	Backgrounds pending
	Community Service Officer	Police	NA	3/20/14	3 + Elig List	Backgrounds pending on 3 candidates Fitness testing 6/9/15 and panel interviews 6/24/15
	Library Page (6108)	Library	NA	5/6/15	2 + Elig List	References and backgrounds pending on top candidates
	Library Assistant (sub)	Library	NA	5/22/15	1 + Elig list	Application deadline date 6/14/15
	Administrative Support Assistant	Police	Anticipated Vacancy	Re-org pending	1	Currently reviewing applications
	Operations Clerk	Library	5/20/15	5/28/15	1	Application deadline date 6/21/15
	Systems Analyst	IT	7/6/15	Pending	1	Request to fill pending

TOTAL POSITIONS OPEN = 26 TOTAL ELIGIBILITY LISTS = 7

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
JAY	Evidence Clerk	Police	1/5/15	NA Non TO position	1	Department reorganization pending
	Lead CSO	Police	4/16/15	3/24/15	1	Hiring process suspended indefinitely. APD reorganization being proposed
	Administrative Assistant (Half-time)	Health	1/5/15	Pending	1	Request on hold.
KIM	Operator I – Street	DPW	5/1/15	4/15/15	1	Rudy Borneman retirement Will run process in planned order in connection with TO change
	Operator I – Street	DPW	TO Change	TO Change	1	Working with department to fill TO change vacancies in a specific order
	Operator I – Storm Water	DPW	TO Change	TO Change	2	Working with department to fill TO change vacancies in a specific order
	Operations Crew Leader – Water (2 nd shift) (position was previously Op II – Water)	DPW	3/5/15 TO Change	TO Change	1	Working with department to fill TO change vacancies in a specific order

TOTAL POSITIONS ON HOLD = 8 TOTAL ELIGIBILITY LISTS = 0