COA Recruitment Status Report 7/23/26

Dept.	Position	Date of Vacancy	Open Date	# of Openings	Status
Public Works	Engineering Technician	10/7/25	9/18/25	1	Application deadline: open. Medical pending on 1 candidate.
	Customer Service Specialist	7/18/26	6/9/26	1	References and background pending on top candidate.
	Operator I - DPW	5/30/26	5/26/26	2	Determining next steps.
	Fleet & Parking Maintenance Technician		6/29/26	1	Application deadline: 8/16/26.
	Operator II - Street	5/5/26 5/16/26	5/26/26	1	Application deadline: 7/19/26.
Valley Transit	Communication Technician	7/14/26.	7/21/26	1	Application deadline: 8/9/26.
	PT Utility Worker	4/21/26	4/30/26	1	Determining next steps.
Finance	Enterprise Accounting Manager	8/14/26	7/16/26	1	Application deadline: 8/2/26.
Health	Administrative Support Specialist - Health (Half-Time)	7/25/26	7/16/26	1	Application deadline: 8/2/26.
Library	*Library Assistant - Public Services (Sub)*	*7/27/26*	*7/14/26*	*1*	*Application deadline: 8/2/26.*
	Library Page	*7/30/26*	*7/14/26*	*1*	*Application deadline: 8/2/26.*
	Library Page Clerk (Sub)	*4/28/26*	*4/16/26*	*1*	*Job offer accepted; start date: 7/23/26.*
Police	Chief of Police	1/5/27	5/15/26	1	PFC Application Review: 7/28/26.
	Police Officer	7/2/26	6/3/26	1+Elig.	Panel Interview: 8/5/26. Backgrounds pending on 1 candidate from eligibility list.
	Communication Specialist	6/5/26 1/5/27	5/15/26	2	Job offer pending to one candidate. Background and references pending on one candidate.
	Total Positions Open: (*excludes part-time, non-benefited positions in italics*)	**14**	**Vacancy Rate**	**2%**	

On Hold	Position	Date of Vacancy	# of Openings	Status
Public Works	Engineering Technician	10/17/25 & 10/4/24	2	1 position on hold, 1 request to fill needed.
	Parking Ramp Attendant	5/2/26	1	Position on hold, request to fill needed.
Finance	Finance Associate	2/28/26	1	Position on hold, determining process.
Fire	Assistant to the Fire Chief	1/5/27	1	Retirement. Waiting for request to fill.
	Firefighter	4/4/26 5/6/26	2	Determining next hiring process.
Library	*Library Page Clerk - Materials Management (Sub)*	*4/27/26*	*1*	*Internal promotion. Position on hold.*
	Library Clerk (Half-Time)	8/1/26	1	Resignation. Determining Process.
	Library Assistant - Children's (Sub)	*5/9/26*	*1*	*Position on hold.*
Parks & Recreation	Deputy Director of Parks and Recreation	6/9/26	1	Request to fill needed.

Police	Administrative Support Specialist - Police	5/11/26	1	Internal promotion. Position on hold, determining process.
Utilities	Water Treatment Specialist	8/22/25	1	Position on hold, request to fill needed.
VT	Recruitment Sourcing Coordinator - PT	NA	1	Position on hold.
Total On Hold			**11**	

*Will continue to fill Bus Driver vacancies as needed.