

**RECRUITMENT STATUS REPORT
UPDATES THRU 6-3-16**

STAFF PERSON	POSITION	DEPT.	Date of Vacancy	RTF Approval Date	# of Openings	STATUS
KIM	Service Person	DPW	5/16/16	3/22/16 Carry-over from Laborer vacancy	1	Adam VerVoort transfer vacancy Brandon Bukovic promoted
	Operator II – Sign Shop	DPD	6/3/16	5/17/16	1	Retirement of Rick Weyenberg Interviews 6/6/16
	Part-time Service Person	DPW	Pending	3/22/16 Carry-over from Laborer vacancy	1	Promotion of Bandon Bukovic
	Engineering Technician	DPW	3/29/16	Pending	1	Resignation of Josh Winterfeldt
	Facilities Technician	PRFM	1/8/16	12/17/15	1	Retirement of Jerry Running Interviews 6/7/16
	Bus Driver (Part-time)	Valley Transit	2/12/16	2/18/16	2	One medical pending New application deadline 6/19/16
	General Manager	Valley Transit	2/5/16	2/19/16	1	Retirement of Deborah Wetter Next step pending
JAY	Police Officer	Police	7/20/16	4/28/16	1 + Elig. List	Backgrounds pending
	CSO	Police	NA	2/2/16	2+ Elig List	Background pending on one candidate and medical pending on one candidate
	Account Clerk I	Finance	6/3/16	5/4/16	1	Panel interviews 6/15/16
	Library Assistant (Childrens)	Library	4/18/16	4/27/16	1	Teresa Rieckmann start date 6/20/16
	Librarian (Cataloger)	Library	6/4/16	5/9/16	1	Panel interviews 6/14/16
	Library Supervisor (Public Services)	Library	6/17/16	5/24/16	1	Application deadline 6/19/16
	Page Clerk (half-time)	Library	6/1/16	5/23/16	1	Theresa Carroll start date 6/6/16
	Page Clerk (Sub)	Library	6/6/16	5/27/16	1	Position being posted internally
	Administrative Assistant (.8 FTE)	HR	4/29/16	4/29/16	1	Currently reviewing hiring process

TOTAL POSITIONS OPEN = 18 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
JAY	Systems Analyst	IT	7/6/15	Hold	1	Department re-evaluating position. Using part-time temporary staffing to fill current need

TOTAL POSITIONS ON HOLD = 1 TOTAL ELIGIBILITY LISTS = 0