

Hiring Department	Position	Recruiting Activity	Fill/Start Date
Finance			
1.1	Finance Director	External candidate selected; offer accepted.	Hired: Feb. 28, 2022
1.2	Asst. Finance Director	Following internal posting requirement, position posted externally Mar. 17, 2022.	TBD
1.3	Junior Financial Analyst	External candidate interviewed and selected (Feb., 2022); offer accepted Feb. 12, 2022.	Hired: Feb. 23, 2022
1.4	Procurement Director	External candidate interviewed and selected (Feb., 2022); offer accepted Feb. 18, 2022.	Hired: Mar. 22, 2022
1.5	Purchasing Specialist (Buyer)	Resumes currently being reviewed.	TBD
1.6	Purchasing Adm. Asst.	Internal interviews completed w/e: April 22, 2022	TBD
Tax Collection			
2.1	Tax Manager	External candidate interviewed and selected (Feb., 2022); offer accepted Feb. 12, 2022.	Hired: Mar. 7, 2022
Planning & Zoning			
3.1	Zoning Inspector	External candidate interviewed and selected (Dec.); offer accepted.	Jan. 10, 2022
3.2	Asst. Building Official (2)	External candidate interviewed (Feb. 18); Candidate declined offer Feb. 25, 2022. Plan underway to repost vacancies as Inspectors (Electrial Insp. & Plumbing & Mechanical Inspector); Inspection position descriptions updated with union sign-off (Apr.)	June 15, 2022 (Est.)
Community Development Adm.			
4.1	Housing Specialist	External candidate interviewed and selected; Candidate declined offer (Feb., 2022); Advertising for position resumed.	TBD

Personnel & Labor Relations			
5.1	Personnel Generalist	Position posted since Nov., 2021; Interviews conducted - no candidates identified. Advertising for position continues.	
Public Health			
6.1	Sanitarian I	External candidate accepted offer (Feb. 17, 2022).	Hired: Mar. 14, 2022
City Council			
7.1	City Council Adm. Asst.	Internal candidate interviewed and selected (Jan., 2022); position accepted.	Filled on Jan. 18, 2022
Public Works			
8.1	Public Works Adm. Sec.	Position posted internally (Jan., 2022); Internal candidates interviewed on Mar. 11; internal candidate selected.	Estimated fill date: Apr. 29
8.2	Water Pollution Control Mechanic	Position posted internally (Feb., 2022); internal candidate selected.	Filled on Feb. 22, 2022

