#### **AGENDA**

## Civil Service Board October 4, 2011

4:45 p.m. - City Council Chambers

NOTICE: FOR THE HEARING IMPAIRED - A 48-hour advance notice must be given to

assure sign language interpreters. Requests may be placed by calling 1-877-

456-7589.

Members: Michelle Hooey (Chair), Marshall Stenersen (Vice-chair), Portia Johnson, John

Schwetman, Robert Zallar

### 1. APPROVAL OF MINUTES

A. September 6, 2011

## 2. <u>APPROVAL OF NEW/REVISED JOB DESCRIPTIONS</u>

- A. Master Plumber (revised)
- B. Police Records and Technology Manager (new)

## 3. <u>APPROVAL OF ADVERTISING</u>

- A. Deputy Fire Marshal (Promo)
- B. Utility Serviceperson (Promo)
- C. Credit and Collections Administrator (Open)

#### 4. OLD BUSINESS

- A. Job Audit Police Officer (Investigator)
- B. Job Audit Administrative Information Specialist

#### 5. NEW BUSINESS

A. Removal of applicant from the eligible list for Police Officer

# 6. <u>APPEALS</u>

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## 7. APPROVAL OF ELIGIBLE LISTS

- A. Fire Marshal (Promo)
- B. Police Sergeant (Promo)
- C. Programmer Analyst (Open)
- D. Utility Operations Leadworker (Promo)
- E. CMMS Administrator (Open)

#### 8. NEXT MEETING SCHEDULED

November 1, 2011 @ 4:45 pm

Issuance date: September 29, 2011