



CITY OF NEW LONDON

CONNECTICUT

AMENDED

Personnel Board
City of New London

Tuesday, June 10, 2008

Council Ante Room

4:30 p.m.

AGENDA

- 1) Roll Call and Call to Order
- 2) Acceptance of Minutes of May 12, 2008
- 3) Citizen Participation
- 4) Communications

a) New Job Openings

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|---|--|
| i) Police Officer | Closed 3/20/08; Agility test conducted 3/22/08; Oral exams held 3/26/08; Candidate selection pending |
| ii) Benefits & Safety Administrator | Posted 3/14/08; Closed 3/31/08; City Council is currently not funding position |
| iii) Public Works Maintainer I | Posted 4/11/08; Closed 4/18/08; Written exam held 5/9/08; Department Head has requested the vacancy be transferred to a Public Works Maintainer III position |
| iv) Seasonal Public Works Laborers | Posted 4/11/08; Closed 4/18/08; All available positions have been filled |
| v) Certified Public Safety Dispatcher, Per-Diem | Posted 5/9/08; Closed 5/16/08; Currently reviewing applications |
| vi) Public Safety Dispatcher | Posted 5/9/08; Closed 5/16/08; Written exam scheduled for 6/16/08; Computer exam scheduled for 6/20/08 |
| vii) Public Works Maintainer III | Posted 5/23/08; Closed 6/2/08; Currently setting up a meeting with the Department Head to review the practical portion of the testing procedure |
| viii) Secretary – Police Department | Reposted external 5/30/08; Closed 6/6/08 |

b) Previous Job Openings

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|---------------------------------------|---|
| i) Certified Public Safety Dispatcher | Posted External/Internal 2/22/08; Closed 2/29/08; CEL rejected by Department Head for having only 2 candidates to choose from; Reposted, see above. |
| ii) Firefighter | Posted External 2/22/08; Closed 3/20/08; Written exams scheduled for 6/9/08 and 6/10/08; Oral exam scheduled for 6/26/08 and 6/27/08 |
| iii) Parks Maintainer I | Department Head requested vacancy be transferred to Solid Waste Division as a PW Maintainer III |
| iv) Facilities Maintainer | Department Head requested vacancy be transferred to Solid Waste Division as a PW Maintainer III |

v)	Part Time Secretary, Public Utilities	To be filled after July 1, 2008
vi)	Records Technician	Position eliminated by Council
vii)	Secretary II (Senior Center)	Position eliminated by Council
viii)	Police Secretary	Posted 1/4/08; Approved; Written test held 3/4/08; CEL rejected by Department Head for having only 2 candidates to choose from; Reposted, see above.
ix)	Maintenance Electrician	<i>Filled By External Candidate</i>
x)	Senior Parks Maintainer	<i>Filled By Internal Promotion</i>
xi)	Police Officer	<i>Two Candidates Sworn in 3/28/08; Recruitment ongoing, see above.</i>
xii)	Clerk Typist – Police Records	<i>Filled By External Candidate; New vacancy to be filled by internal bump</i>
xiii)	Public Works Administrative Coordinator	<i>Filled By External Candidate</i>
xiv)	Certified Firefighter	<i>Two Candidates Sworn in 3/10/08; Two additional candidates currently under consideration; Recruitment ongoing, see above.</i>

5) Action Agenda

- a) Approval of Public Works Classification Plan and Overall Job Descriptions

6) Adjournment

The next meeting date is Monday, July 14, 2008 at 4:30 p.m.