



PERSONNEL/CIVIL SERVICE
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CIVIL SERVICE COMMISSION
ACTIONS
September 12, 2007
6:00 P.M.
CONFERENCE ROOM 3C
3RD FLOOR, CITY HALL

Roll Call

Chairman Michael Finn called the meeting to order. Also in attendance were Commissioner Geraldine George, John Whitcomb, Dianne Rosemark, and Ginny Alosco-Werner.

Minutes of August 15, 2007 Meeting

Commissioner George made a motion to accept the previous meeting minutes. Chairman Finn seconded the motion. The motion passed unanimously.

NEW BUSINESS

Review Qualifications for Head Mechanic Applicants

Commissioner George made a motion to accept applications 301, 302, 303, & 304, and to be forwarded to the Mayor for promotion. Chairman Finn seconded the motion. The motion passed unanimously.

Review Qualifications for Mechanic Applicants

Commissioner George made a motion to accept applications 101, 102, 103, 104, 107 & 109. The following applications were rejected for lack of requirements and qualifications, 105, 106, & 108. Chairman Finn seconded the motion. The motion passed unanimously.

Certify Fire Lieutenant Eligibility List

Commissioner George made a motion to accept the list and to be forwarded to the Mayor. Chairman Finn seconded the motion. The motion passed unanimously.

Certify Pipe Installer Eligibility List

Commissioner George made a motion to accept the list and to be forwarded to the Mayor. Chairman Finn seconded the motion. The motion passed unanimously.

Certify Health Service Secretary Eligibility List

Commissioner George made a motion to accept the list and to be forwarded to the Mayor. Chairman Finn seconded the motion. The motion passed unanimously.

Review Job Description

Commissioner George made a motion to accept the job description, Staff Engineer. Chairman Finn seconded the motion. The motion passed unanimously.

Appeal letter Pipe Installer Application

Chairman Finn indicated that the applicant did not specify the position he was submitting his application for and did not have standing to file an appeal. He asked that a correspondence be sent indicating that he would eligible to re-apply for the position when it becomes available.

Adjourn

Commissioner George makes a motion to adjourn. Chairman Finn seconded the motion. The motion passed unanimously.

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