



STATUS REPORT

PROJECT SUMMARY

REPORT DATE

September 1, 2016

PROJECT NAME

Human Resources Update

PREPARED BY

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STATUS SUMMARY

- Talent Acquisition
 - Recruitments-Customer Service Specialists
 - The Customer Service Specialist recruitment was reopened to backfill two openings.
 - Two candidates were selected, neither successfully completed pre-employment background.
 - An additional candidate was selected and has a start date of September 12, 2016 pending successful completion of background.
 - Recruitments-Customer Service Specialists (Billing)
 - The Customer Service Specialist (Billing) classification was posted from May 13, 2016 through May 19, 2016
 - We received a total of 226 applications.
 - Seven candidates were selected to interview.
 - Interviews concluded July 29th.
 - Both candidates will start September 6, 2016.
 - Recruitments-Field Service Technicians (FST's)
 - The Field Services Technician classification was posted from May 20, 2015 through June 3, 2015.
 - We received a total of 222 applications.
 - Nine FST's were selected to interview.
 - Nine candidates were selected.
 - Of the nine candidates, six successfully completed their pre-employment background checks and have a start date of September 6, 2016.
 - The FST recruitment will re-open for an additional month to backfill.
 - Recruitments-Inspectors
 - The Inspector classification was posted from May 13, 2016 through May 27, 2016
 - We received a total of 22 applications.
 - Interviews concluded August 2nd.
 - Four candidates were interviewed.
 - Three candidates were selected to receive offers of employment.
 - One offer was declined, an additional candidate was selected and the offer is currently being reviewed by the Director for approval.
 - One candidate started August 29, 2016, the second candidate will start September 6, 2016.
 - Postings-Team Leader (Customer Service)
 - The selection process is underway for three Team Leaders. It is currently posted internally.

- Labor-Management
 - The second Leadership Training will take place September, 2016 and will discuss The Way We Work: DWSD policies.
- HR Projects
 - Drafts of the performance evaluation tool are still being finalized and will be reviewed by DWSD leadership team upon completion.

ISSUE:

NO ISSUES TO REPORT

CONCLUSIONS/RECOMMENDATIONS

No recommendations at this time.