



STATUS REPORT

PROJECT SUMMARY

REPORT DATE	PROJECT NAME	PREPARED BY
February 28, 2017	Human Resources Update	Danielle Chaney

STATUS SUMMARY

- Talent Acquisition
 - Recruitments -Customer Service Specialist
 - The Customer Service Specialist classification was posted from February 13, 2017 through February 26, 2017.
 - We received applications from 1277 candidates.
 - Human Resources is in the process of narrowing the candidate pool based on qualifications.
 - Interviews are scheduled to take place March 9, 2017 through March 14, 2017.
 - The tentative start date April 3, 2017.
 - Interviews –Materials Management Specialist
 - The Materials Management Specialist was posted from November 10, 2016 through November 23, 2016.
 - We received applications from 47 candidates.
 - Interviews were held February 16, 2017.
 - Three candidates were interviewed.
 - One internal candidate was selected and status changed for Meter Operations Division.
 - Interviews –Professional Administrative Analyst
 - The PAA classification was posted from December 19, 2017-January 3, 2017
 - We received applications from 126 candidates.
 - Interviews were held February 16, 2017.
 - Four candidates were interviewed.
 - We are currently waiting for the Budget unit to make a final selection.
 - Interviews –Public Affairs Specialist
 - The Public Affairs Specialist classification was posted from January 13, 2017-January 22, 2017
 - We received applications from three candidates.
 - Interviews were held February 17, 2017.
 - Three candidates were interviewed.
 - One internal candidate was selected and will start March 6, 2017.
- Leave of Absence
 - Family Medical Leave (FMLA)
 - 14 applications were submitted in the month of February.
 - 14 applications were approved.
 - Two of the approved applications were from the Customer Service unit (CSS's).
 - The remaining twelve approved applications were from the Field Services unit (FST's).

- Four of the 14 approvals were continuous.
- Ten of the 14 approvals were intermittent.

ISSUE:

NO ISSUES TO REPORT

CONCLUSIONS/RECOMMENDATIONS

No recommendations at this time.