

Vacant Position List as of March 21, 2005

Department	Position Title	Status	# of positions	Position Recruitment Status	Annual Cost with Benefits	3 Month Cost with Benefits	Position Justification
Human Resources	Human Resources Specialist III- Training Coordinator	FT	1	Offer accepted	64,122	16,031	Arranges townwide training for employees. Emphasis in coming months will be on supervisory management and diversity.
Information Technology	Information Technology Analyst- Web Systems Administrator	FT	1	Recruiting	69,582	17,396	Authorized beginning in January 2005; established to improve the ability to maintain and update the Town's website.
Inspections	Inspector-Plumbing	FT	1	Offer pending	58,525	14,631	The Town is required to provide plumbing inspection services. We are meeting the need through contracted services on a temporary basis.
Library	Library Materials Processor	FT	1	Not Recruiting	40,986	10,247	Intentionally held vacant to produce salary savings
Parks & Recreation	Recreation Assistant	FT	1	Recruiting	41,946	10,487	Position needed to continue customer service provided by the Community Center.
Police	Police Officer	FT	7	Recruiting	376,277	94,069	Positions needed to provide the level of service authorized by the Council. Shortage now requires overtime work by employees and limits flexibility in allowing use of leave.
Police	Police Officer	FT	1	Not Recruiting	0	0	This position intentionally held vacant to reduce costs.
Police	Substance Abuse Counselor	FT	1	Screening	0	0	Grant funded position
Public Works	Construction Worker	FT	1	Screening	43,684	10,921	Positions needed to provide the level of service authorized by the Council.
Public Works	Construction Worker	FT	1	Not Recruiting	0	0	This position intentionally held vacant to reduce costs.
Public Works	Traffic Program Supervisor	FT	1	Recruiting	63,782	15,946	This position is required for proper operation and maintenance of the Town's traffic signal system. Approximately 92% of the cost of the position is paid by State contract.
Public Works	Traffic Signal Technician	FT	1	Recruiting	49,428	12,357	This position is required for proper operation and maintenance of the Town's traffic signal system. Approximately 92% of the cost of the position is paid by State contract.
Public Works	Solid Waste Equipment Operator II	FT	1	Screening	45,504	11,376	This position is needed to provide refuse collection service.
Public Works	Solid Waste Collector	FT	1	Not Recruiting	0	0	This position intentionally held vacant to reduce costs.
Transportation	Service Attendant	PT	1	Offer Pending	24,851	6,213	The Transit Maintenance staff operates below minimum staffing suggested by consultant review in March 2003. This position is needed to provide scheduled bus maintenance
Transportation	Transit Operator II	PT	8	Screening	364,032	91,008	Positions needed to provide regular bus service as scheduled; part of minimum staffing for regular service and relief staffing.
Totals			29		1,242,719	310,680	