



HUMAN RESOURCES JOB VACANCY REPORT December 2016

Position	Dept.	Date Posted	Status
Full-Time Regular			
Director of Development Services	Development Services	TBD	To Be Posted
Minimum Housing - Code Enforcement Official	Development Services	10/20/2016	Screening Applications
Patrol Officer - January 2017 Academy	Police	7/6/2016	Background Process
Patrol Officer - July 2017 Academy	Police	7/6/2016	Background Process
Tax Collector	Finance	10/2/2016	Conducting 1st Interview
Town Engineer	Engineering	11/14/2016	Recruiting
Zoning Official	Development Services	10/1/2016	Conducting 1st Interview

Part-Time - Regular
No Vacancies

Seasonal - Temporary
No Vacancies

Promotional - Internal Only

Filled	2
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Status Code Definitions	
To Be Posted	The position needs to be posted for recruitment.
Recruiting	The position has been posted, and is open to accept resumes/applications.
Screening Application	The position has closed and is no longer accepting applications, and the HR Department is working with the Hiring Manager to screen applications.
Written Examination	The position has closed and is no longer accepting applications, and the HR Department is conducting selection examinations.
Conducting 1st Interviews	The position has closed and is no longer accepting applications, and the HR Department is scheduling/conducting 1st Round Interviews.
Conducting Selection Interviews	The position has closed and is no longer accepting applications, and the HR Department is scheduling/conducting selection interviews.
Managerial Review	The position has closed and is no longer accepting applications, and the Town Manager is reviewing candidates to make a selection decision.
Background Process	The position has been posted, and is no longer accepting applications. Final candidate(s) have been identified and are in the background / reference checking process.
Filled	The position has closed and is no longer accepting applications, and the position has been filled.



**HUMAN RESOURCES
JOB VACANCY REPORT
OVERVIEW - 10/2015 - 12/2016**

Position - Filled	Dept.	Date Filled	Employee
Full-Time Regular			
Information Systems Manager	IT	11/23/2015	Marc Tate
Director of Human Resources	HR	4/11/2016	Joshua Putman
Animal Control Officer	Police	6/20/2016	Arthur Smith
Patrol Officer	Police	7/18/2016	Desiree Peterson
Patrol Officer	Police	7/18/2016	Patrick Ruisi
Accounts Receivable Coordinator	Finance	7/25/2016	Melissa Smith
Town Planner	Planning	10/17/2016	Jason Parker
Light Equipment Operator	Public Works	11/1/2016	Neil Boisvert
Laborer	Public Works	11/15/2016	Joshua Brown
Assistant Superintendent of Public Works	Public Works	11/15/2016	Mike Serra
Police Chief	Police	11/21/2106	Richard Silva
Part-Time - Regular			
Custodian	Public Works	12/7/2015	Richard Harris
Planning Specialist	Planning	1/1/2016	Ben Delaney
Animal Caretaker	Animal Shelter	4/4/2016	Ashley Turano
Animal Caretaker	Animal Shelter	5/2/2016	Patricia Nichols
Promotional - Internal Only			
Police Lieutenant		11/6/2015	Robert Warner
Day Shift Sergeant		11/9/2015	Dave Turano
Patrol Sergeant		12/4/2015	Paul Gingerella
Police Lieutenant		2/25/2016	Steve Johnson
Corporal		2/29/2016	Shawn Rathgaber
Day Shift Sergeant		2/29/2016	Robert Greene
Detective		2/29/2016	Dave Turano
Patrol Sergeant		2/29/2016	Alton Medina
Detective		9/29/2016	Dana Gervasini
Seasonal - Temporary			
Animal Caretaker	Animal Shelter		2
Community Service Officer	Police		13
Seasonal Laborer	Public Works		6
Seasonal Recreation	Recreation		80
Pump Out Operator	Engineering		4

Full-Time Regular		Filled	11
Part-Time - Regular		Filled	4
Promotional - Internal Only		Filled	9
	Total Budgeted FTE's		24
Seasonal - Temporary		Filled	105