

AGENDA
Civil Service Board
Tuesday, March 2, 2010
4:45 p.m. - Council Chambers

NOTICE: FOR THE HEARING IMPAIRED - A 48-hour advance notice must be given to assure sign language interpreters. Requests may be placed by calling 1-877-456-7589.

Members: John Schwetman, Michelle Hooey, Portia Johnson, Patti Katoski, Robert Zallar

1. APPROVAL OF MINUTES
 - A. February 16, 2010

2. APPROVAL OF NEW/REVISED JOB DESCRIPTIONS
 - A. Executive Assistant (New)
 - B. Permit Process Coordinator (New)
 - C. Writer Technician (Revised)

3. APPROVAL OF ADVERTISING

None

4. OLD BUSINESS

None

5. NEW BUSINESS

None

6. APPEALS

None

7. APPROVAL OF ELIGIBLE LISTS
 - A. Administrative Legal Assistant (Open)
 - B. Payroll Coordinator (Open)

8. NEXT MEETING SCHEDULED

March 16, 2010