

Item 7.

LEGISTAR NO. _____

Madison Water Utility
STAFFING REPORT

September 16, 2008

WORK AREA	POSITION	HELD BY	COMMENTS
Management			
Finance			
Water Quality	Cross Connection Control Inspector (16-15)	Joe Stein	Requested to double-fill this position because of January retirement. Position has been certified. Interviews will be 9/21
Water Supply	Waterworks Operator 1 /Waterworks Maintenance Worker 1 (16-12)	Vacant	Vacancy created by promotion of Tom Arneson. Hiring request forwarded to HR 7-23-08. Position will be posted week of 9/15/08
Engineering			
	Construction Inspector (16-14)	Extended medical leave	Expected to return first week of October
	Construction Inspector (Acting) (16-14)	Vacant	Jim Allen moved to the newly created permanent Construction Inspector position, effective 9/7/08
	Engineering Aide 1 (16-11)	Vacant	Resolution passed 9/2/08, filled by Jim Allen 9/7/08
	Civil Technician 1 or 2	Vacant	Applicants will be taking test on 9/25
	Operations Clerk	Cheryl Dallmann	Requested to double-fill this position because of January retirement. Amy Jones was selected to fill this position.
Customer Service	Administrative Clerk 1 (20-09)	Vacant	Vacancy created by promotion of Autumn Bradley-O'Rell. Hiring request forwarded to HR 8-5-08. On hold until January, 2009.
	Water Meter Mechanic 2 (16-11)	Vacant	Recommend that this position be eliminated.
Operations	Equipment Operator 3	Vacant	Vacancy created by promotion of Dale Kelso. Recommendation: Eliminate this position as a result of the conclusion of the lead service replacement program.

	Public Works Maintenance Worker 1 (16-08)	Vacant (4)	Final interviews scheduled for September 18 & 19.
	WU Operations Leadworker (16-15)	1 Retirement 1 Vacant	Recommendation: Eliminate one position as a result of the conclusion of the lead service replacement program. Dale Kelso was promoted to fill the vacant Lead-worker position effective 8/24/08
Maintenance	Maintenance Worker (16-11)	Vacant	Will request to fill in the near future.

SUMMARY OF PERMANENT POSITIONS

Budgeted positions for 2008 (1/1/2008):	130
Positions Vacant as of September 16, 2008:	11
Positions in various stages of recruitment:	9
Positions being filled by employees in Acting status	0
Employees on Extended Absences	1
Positions proposed to be Eliminated	3
Employees Absent Without Pay Status	0
Net Effective Employees	117

SUMMARY OF HOURLY/SEASONAL POSITIONS

Work Area	Full Time Employees	Part Time Employees
Customer Service	0	
Engineering	2	
Operations Section	5	