

CHARTER TOWNSHIP OF CLINTON
EMPLOYEES CIVIL SERVICE COMMISSION
AGENDA
February 23, 2017
5:30 p.m.
Room 200

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes from the December 16, 2016 meeting.
- IV. Correspondence:
 - A. Approval of revised Associate Producer examination.
 - B. Approval of revised Records Manager job description.
 - C. Approval of revised Office Aide job posting.
 - D. Approval of revised Office Aide job description.
 - E. Approval of revised Office Aide examination.
 - F. Approval of revised Recreation Coordinator job posting.
 - G. Approval of revised Recreation Coordinator job description.
 - H. Approval of revised Building Inspector job posting.
 - I. Approval of revised Building Inspector examination.
 - J. Approval of revised Office Clerk II job posting in the Building Department/Clerk's Office.
 - K. Request from the Personnel Director to combine the Office Aide/Transportation Aide eligibility list.
- V. Reports:
 - A. Status of Appraisal Clerk II in the Assessing Department.
 - B. Status of Associate Producer position in the Cable TV/Communications Department.
 - C. Status of Office Clerk II position in the Building Department.
 - D. Status of Office Aide position at the Senior Center.
 - E. Discussion regarding seasonal rehire letter.
 - F. Personnel Vacancy Review Committee recommendation.
- VI. Public Participation

VII. Commissioner Comments

VIII. Old Business

IX. Adjournment