

CHARTER TOWNSHIP OF CLINTON
EMPLOYEES CIVIL SERVICE COMMISSION
AGENDA
September 19, 2018
5:30 p.m.
Room 200

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes from the August 15, 2018 meeting.
- IV. Correspondence:
 - A. Approval of the Job Posting Request form.
 - B. Approval of the Personnel Records Request form.
 - C. Approval of the Request for Temporary Employee form.
 - D. Request from the Fire Chief regarding job studies for the Senior Staff Secretary position and the Account Clerk II position.
- V. Reports:
 - A. Status of the Billing & Posting Clerk position in the Department of Public Services, Facilities & Operations Division.
 - B. Status of the Office Clerk II position in the Department of Public Services, Water & Sewer Division.
 - C. Status of the Property Appraiser IV position in the Assessing Department.
 - D. Status of the Office Clerk II position in the Building Department.
 - E. Status of the Office Clerk II position in the Clerk's Office.
 - F. Status of the Recreation Assistant position in the Parks & Recreation Department.
- VI. Public Participation
- VII. Commissioner Comments
- VIII. Old Business
- IX. Adjournment