

PERSONNEL BOARD MEETING
Monday, October 1, 2018 – 6:00 p.m.

6. Report of **Maternal/Paternal Leave** for September 2018.
 1. Dakenis Tamayo Public Works Department
 2. Debora Utreras Public Works Department
7. Request to certify the eligibility list for **Plumber.**
8. Request to certify the eligibility list for **Skilled Craftsman** and merge the remaining names of the previous list to this updated one.
9. Request to certify the eligibility list for **Recreation Specialist II.**
10. Request to certify the eligibility list for **Construction Projects Coordinator.**
11. Request to abolish the eligibility list for **Recreation Center Director I.**
12. Request to conduct an in-house, non-competitive Civil Service Examination for **Public Records Coordinator** (*Francisco Corral*).
 - a. In-house, non-competitive
 - b. 100% Oral
 - c. Must obtain a minimum score of 70% to be placed on the eligibility list.

Copy of job description and resume are attached.
Range 50, \$1,329 - \$2,586 Bi-weekly.
13. Request to hear **Unfinished Business.**
14. Request to hear **New Business.**

NEXT PERSONNEL BOARD MEETING: Monday, November 5, 2018.

If any person decides to appeal any decision made by the Personnel Board with respect to any matter considered at this meeting, he/she will need a record of the proceedings and, for such purpose, June & July need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. In accordance with the Americans and Disabilities Act of 1990, persons needing a special accommodation to participate in this proceeding should contact the Office of the City Clerk no later than seven (7) days prior to the proceeding. Telephone (305) 883-5820 for assistance; if hearing impaired, telephone the Florida Relay Service Numbers (800) 955-8771 (TDD) or (800) 955-8700 (VOICE), for assistance.