

BUDGET COMMITTEE – JANUARY 31, 2005

CONTRACT POSITION VACANCIES

Recommendation

The Director of Human Resources, in consultation with the Senior Management Team, recommends that:

The contract vacancy list, as at January 19, 2005, be received.

Purpose

To provide additional information as requested by the Committee of the Whole (Budget) on January 18, 2005.

Background - Analysis and Options

At the Committee of the Whole (Budget) meeting of January 18, 2005, it was recommended:

“That staff provide a list to the next Budget Committee meeting of all vacant contract positions”

Conclusion

The contract position vacancies as at January 19, 2005, are provided in the attachment.

Attachments:

#1 – Contract Vacancy Report – January 19, 2005

Report prepared by:

Cathrine Berge, Director of Human Resources

Respectfully submitted,

Cathrine Berge
Director of Human Resources

CONTRACT VACANCY REPORT – JANUARY 19, 2005

ATTACHMENT #1

	POSITION TITLE	TYPE	NATURE OF VACANCY	DURATION OF ASSIGNMENT	DATE VACANCY INITIATED	CURRENT STATUS/ RATIONALE FOR HIRE
<u>CITY MANAGER</u>						
No temporary vacancies.						

CONTRACT VACANCY REPORT – JANUARY 19, 2005

ATTACHMENT #1

	POSITION TITLE	TYPE	NATURE OF VACANCY	DURATION OF ASSIGNMENT	DATE VACANCY INITIATED	CURRENT STATUS/ RATIONALE FOR HIRE
<u>COMMISSIONER OF LEGAL & ADMINISTRATIVE SERVICES</u>						
Enforcement Services	Project Manager Special Constable Program	Non Union	Additional position		August 20, 2004	Currently on hold.
Clerks	Clerical Assistant	Non Union	Assistance to Council Administrative Assistant	Call in when required	January 18, 2005	Action Form being signed.

CONTRACT VACANCY REPORT – JANUARY 19, 2005

ATTACHMENT #1

	POSITION TITLE	TYPE	NATURE OF VACANCY	DURATION OF ASSIGNMENT	DATE VACANCY INITIATED	CURRENT STATUS/ RATIONALE FOR HIRE
<u>COMMISSIONER OF ECONOMIC/ TECHNOLOGY DEVELOPMENT & COMMUNICATIONS</u>						
ITS	Systems Analyst/ Project Leader (GIS)	Non Union	Additional position to develop & support corporate GIS applications & data sets	12 months	January 17, 2005	Currently posted

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	POSITION TITLE	TYPE	NATURE OF VACANCY	DURATION OF ASSIGNMENT	DATE VACANCY INITIATED	CURRENT STATUS/ RATIONALE FOR HIRE
<u>COMMISSIONER OF ENGINEERING & PUBLIC WORKS</u>						
Engineering Services	Traffic Transportation Analyst	Union	Replace employee temporarily assigned to another position.	3 months	January 18, 2005	Currently advertising.
Engineering Services	Traffic Co-op Student	Non Union	Summer student work assignment	May – Sept 2005	January 3, 2005	Currently advertising.
Engineering Services	Senior Engineering Assistant	Union	Replace employee temporarily assigned to another position.	8 months	January 3, 2005	No current activity.
Public Works	(Part Time Hours) Clerk Typist	Union	Replace employee temporarily assigned to another position.	Jan – Dec 2005	December 9, 2004	Job description being prepared.

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	POSITION TITLE	TYPE	NATURE OF VACANCY	DURATION OF ASSIGNMENT	DATE VACANCY INITIATED	CURRENT STATUS/ RATIONALE FOR HIRE
<u>COMMISSIONER OF PLANNING</u>						
Development Planning	Planner	Union	Replace employee on leave.	Jan – Dec 2005	November 26, 2004	Currently advertising.

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ATTACHMENT #1

	POSITION TITLE	TYPE	NATURE OF VACANCY	DURATION OF ASSIGNMENT	DATE VACANCY INITIATED	CURRENT STATUS/ RATIONALE FOR HIRE
<u>COMMISSIONER OF FINANCE & CORPORATE SERVICES</u>						
No temporary vacancies.						

CONTRACT VACANCY REPORT – JANUARY 19, 2005

ATTACHMENT #1

	POSITION TITLE	TYPE	NATURE OF VACANCY	DURATION OF ASSIGNMENT	DATE VACANCY INITIATED	CURRENT STATUS/ RATIONALE FOR HIRE
<u>COMMISSIONER OF COMMUNITY SERVICES</u>						
Buildings & Facilities	Facility Operator I	Union	Replace employee on leave	Indefinite	December 2004	Interviews in progress.
Parks	Parks Supervisor	Non Union	Replace employee temporarily assigned to another position	Indefinite	December 22, 2004	Currently screening resumes.
Recreation & Culture	Recreation Programmer	Non Union	Temporary work pending the implementation of the permanent positions associated with the reorganization.	6 – 8 months	November 3, 2004	No current activity.