



MEMORANDUM

TO: Janet Graham, Commissioner
Department of Law

FROM: Alisha Lyle, Administrative Specialist Principal
Division of Human Resources

DATE: March 16, 2018

RE: Summary of Personnel Actions for Resolutions
(Council Meeting – March 22, 2018)

The following have been approved by the Mayor and are hereby submitted for Council approval:

PROBATIONARY CLASSIFIED CIVIL SERVICE APPOINTMENTS

David Smith, Resource Recovery Operator, Grade 513N, \$18.238 hourly in the Division of Waste Management, effective March 13, 2018.

Micheal Clayborne, Infrastructure Program Manager, Grade 522E, \$2,387.60 biweekly in the Division of Water Quality, effective April 16, 2018.

Felicia Arms, Administrative Specialist Sr., Grade 516N, \$19.892 hourly in the Division of Traffic Engineering, effective April 2, 2018.



Damon Griggs, Computer Analyst, Grade 520E, \$2,090.48 biweekly in the Division of Fire and Emergency Services, effective April 16, 2018.

PERMANENT CLASSIFIED CIVIL SERVICE APPOINTMENTS

Jeffrey Estes, Administrative Specialist, Grade 513N, \$21.978 hourly in the Division of Waste Management, effective March 4, 2018.

Curtis Mitchell, Golf Services Manager, Grade 524E, \$2,615.39 biweekly in the Division of Parks and Recreation, effective March 18, 2018.

UNCLASSIFIED CIVIL SERVICE APPOINTMENTS

Jacob Lovell, Clerical Assistant P/T, Grade 505N, \$12.381 hourly in the Division of Adult and Tenant Services, effective April 2, 2018.

