



MEMORANDUM

TO: Janet Graham, Commissioner
Department of Law

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

DATE: January 12, 2018

RE: Summary of Personnel Actions for Resolutions
(Council Meeting – January 18, 2018)

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

PROBATIONARY CLASSIFIED CIVIL SERVICE APPOINTMENTS

New Hires

LaVonte Kimbro, Administrative Specialist, Grade 513N, \$18.038 hourly in the Division of Revenue, effective February 5, 2018.

Charlene Ptasnik, Staff Assistant, Grade 508N, \$14.527 hourly in the Division of Revenue, effective upon passage of Council.

Joshua Huffman, Public Service Worker Sr., Grade 509N, \$14.497 hourly in the Division of Water Quality, effective February 5, 2018.



Kristie Tipton, Staff Assistant Sr., Grade 510N, \$15.415 hourly in the Division of Police, effective upon passage of Council.

Joshua Stevens, Building Inspector, Grade 517N, \$20.318 hourly in the Division of Building Inspection, effective February 5, 2018.

