



**MEMORANDUM**

**TO:** Janet Graham, Commissioner  
Department of Law

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

**DATE:** October 18, 2018

**RE:** Summary of Personnel Actions for Resolutions  
(Council Meeting – October 25, 2018)

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

**PROBATIONARY CLASSIFIED CIVIL SERVICE APPOINTMENTS**

Caleb Hubbard, Customer Service Supervisor, Grade 515E, \$1,532.40 biweekly in the Division of Government Communications, effective November 12, 2018.

Michael Miller, Administrative Specialist, Grade 513N, \$19.439 hourly in the Division of Accounting, effective November 12, 2018.

Andre Ingram, Equipment Operator, Grade 510N, \$15.625 hourly in the Division of Water Quality, effective October 29, 2018.



Gregory Buzzard, Equipment Operator Sr., Grade 512N, \$16.657 hourly in the Division of Water Quality, effective October 29, 2018.

**PERMANENT CLASSIFIED CIVIL SERVICE APPOINTMENTS**

Michele King, Customer Service Specialist, Grade 510N, \$14.733 hourly in the Division of Government Communications, effective October 2, 2018.

Chenice Ganns, Public Service Worker Sr., Grade 509N, \$14.354 hourly in the Division of Streets and Roads, effective October 23, 2018.

Jordan Napier, Public Service Worker Sr., Grade 509N, \$14.132 hourly in the Division of Streets and Roads, effective October 23, 2018.

Sean McStay, Resource Recovery Operator, Grade 513N, \$17.248 hourly in the Division of Waste Management, effective October 2, 2018.

Felicia Arms, Administrative Specialist Sr., Grade 516N, \$20.290 hourly in the Division of Traffic Engineering, effective October 2, 2018.

**UNCLASSIFIED CIVIL SERVICE APPOINTMENT**

Geoffrey Reed, Commissioner of General Services, Grade 536E, \$5,094.16 biweekly in the General Services Commissioner's Office, effective October 29, 2018.

**CLASSIFIED CIVIL SERVICE COUNCIL LEAVE**

Timothy Burnett, Resource Recovery Operator, Grade 513N, \$22.392 hourly in the Division of Waste Management, effective August 14, 2018 through November 11, 2018.

