



CITY OF HAYWARD

Hayward City Hall
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Cover Memo

File #: ACT 22-080, **Version:** 1

DATE: September 15, 2022

TO: Personnel Commission

FROM: Acting Deputy Director of Human Resources

SUBJECT

Abolish the Communications Operator Employment Roster (Eligible List)

RECOMMENDATION

That the Personnel Commission reviews and approves the future abolishment of the employment register (eligible list) for Communications Operator.

SUMMARY

The City will consider the remaining candidates on the eligible list for Communications Operator. The City seeks approval to abolish the current list once all candidates are considered and viable candidates are selected. The City will then establish a new Communications Operator eligible list in October 2022 following a new recruitment process.

ATTACHMENTS

Attachment I Staff Report