

CITY OF LAS VEGAS  
AGENDA DOCUMENTATION

Date: March 11, 2015

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TO: CIVIL SERVICE BOARD OF TRUSTEES FROM: DAN TARWATER, SECRETARY

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SUBJECT: 6. EXTENSION OF ELIGIBLE LISTS

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BOARD ACTION: Vote to Extend or Not Extend  
(May be taken as a group)

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**TOTAL EXTENSIONS OF ELIGIBLE LISTS: 7**

	<u>REMAINING CANDIDATES ON LIST</u>	<u>LIST EXPIRES</u>	<u>EXT. TO</u>	<u>NUMBER OF THIS EXT.</u>
1. Facilities Maintenance Supervisor – Open	40	03/10/15	09/10/15	1
2. Fire Prevention Inspection Supervisor – Promotional	2	03/12/15	09/12/15	2
3. Laboratory Quality Assurance Officer – Promotional	3	03/24/15	09/24/15	1
4. Laboratory Quality Assurance Officer – Open	17	03/24/15	09/24/15	1
5. Maintenance Technician – Open	64	03/24/15	09/24/15	1
6. Permit Technician – Open	5	03/10/15	09/10/15	1
7. Senior Engineering Technician – Open	19	03/24/15	09/24/15	1

# Memorandum

City of Las Vegas  
Human Resources

To: Larry Haugsness, Director  
Operations & Maintenance Department

From: Alison Packard, Sr. Human Resources Technician

CC: Janet DiAmbrosio-Smith

Date: February 4, 2015

Re: Extension of Eligible List – Facilities Maintenance Supervisor

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The current Open Eligible List for the position of Facilities Maintenance Supervisor will expire on March 10, 2015. As of this date, there are forty (40) candidates on the Open list. This list was certified on September 10, 2014.

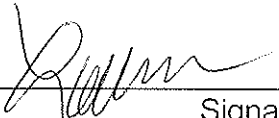
You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 19, 2015, in order that we may meet the Civil Service Board Agenda posting deadline.

Thank you for your cooperation and assistance.

## OPEN ELIGIBLE LIST:

**EXTEND** the eligible list six months.  **DO NOT EXTEND** the eligible list six months.

  
\_\_\_\_\_  
Signature

2/4/15  
\_\_\_\_\_  
Date

:ap

# Memorandum

City of Las Vegas  
Human Resources

To: William McDonald, Director  
Las Vegas Fire & Rescue

From: Alison Packard, Sr. Human Resources Technician

CC: Kehrin Thomas

Date: February 4, 2015

Re: Extension of Eligible List – Fire Prevention Inspection Supervisor

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The current Promotional list for the position of Fire Prevention Inspection Supervisor will expire on March 12, 2015. As of this date, there are two (2) candidates on the Promotional list. This list was certified on March 12, 2014.

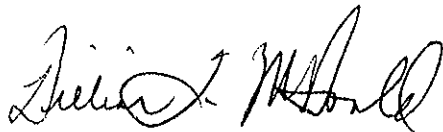
You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 19, 2015, in order that we may meet the Civil Service Board Agenda posting deadline.

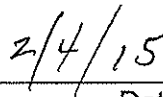
Thank you for your cooperation and assistance.

**PROMOTIONAL ELIGIBLE LIST:**

**EXTEND** the eligible list six months.       **DO NOT EXTEND** the eligible list six months.



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Signature



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Date

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# Memorandum

To: David Bowers, Director  
Public Works Department

From: Alison Packard, Sr. Human Resources Technician

CC: Ebony Folk

Date: February 4, 2015

Re: Extension of Eligible Lists – Laboratory Quality Assurance Officer

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The current Promotional and Open Eligible Lists for the position of Laboratory Quality Assurance Officer will expire on March 24, 2015. As of this date, there are (three) candidates on the Promotional list and seventeen (17) candidates on the Open list. These lists were certified on September 24, 2014.

You have the option of either extending these lists for an additional six months or allowing one or both of the lists to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 19, 2015, in order that we may meet the Civil Service Board Agenda posting deadline.


Thank you for your cooperation and assistance.

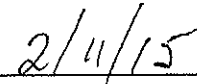
**PROMOTIONAL ELIGIBLE LIST:**

**EXTEND** the eligible list six months.     **DO NOT EXTEND** the eligible list six months.

**OPEN ELIGIBLE LIST:**

**EXTEND** the eligible list six months.     **DO NOT EXTEND** the eligible list six months.

  
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Signature

  
\_\_\_\_\_  
Date

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# Memorandum

City of Las Vegas  
Human Resources

To: Bill Arent, Director  
Office of Economic & Business Development

From: Alison Packard, Sr. Human Resources Technician

CC: Margaret Lynn Smith

Date: February 4, 2015

Re: Extension of Eligible List – Maintenance Technician

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The current Open Eligible List for the position of Maintenance Technician will expire on March 24, 2015. As of this date, there are sixty-four (64) candidates on the Open list. This list was certified on September 24, 2014.

You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 19, 2015, in order that we may meet the Civil Service Board Agenda posting deadline.

Thank you for your cooperation.

## OPEN ELIGIBLE LIST:

**EXTEND** the eligible list six months.

**DO NOT EXTEND** the eligible list six months.

Brandy Stanley  
Signature

2/4/15  
Date

:ap

William Arent

2/10/15

**Memorandum**

To: Chris Knight, Director  
Building & Safety Department  
From: Alison Packard, Sr. Human Resources Technician  
CC: Yolanda Palomo  
Date: February 4, 2015  
Re: Extension of Eligible List – Permit Technician

The current Open eligible list for the position of Permit Technician will expire on March 10, 2015. As of this date, there are five (5) candidates on the Open list. This list was certified on September 10, 2014.

You have the option of either extending this list for an additional six months or allowing the list to expire.


Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 19, 2015, in order that we may meet the Civil Service Board Agenda posting deadline.

Thank you for your cooperation and assistance.

**OPEN ELIGIBLE LIST:**

- EXTEND** the eligible list six months.     **DO NOT EXTEND** the eligible list six months.  
 **NO PREFERENCE.**

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Date

:ap

# Memorandum

City of Las Vegas  
Human Resources

To: William McDonald, Director  
Las Vegas Fire & Rescue

From: Alison Packard, Sr. Human Resources Technician

CC: Kehrin Thomas

Date: January 13, 2015

Re: Extension of Eligible List – Permit Technician

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The current Open eligible list for the position of Permit Technician will expire on March 10, 2015. As of this date, there are five (5) candidates on the Open list. This list was certified on September 10, 2014.

You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 19, 2015, in order that we may meet the Civil Service Board Agenda posting deadline.

Thank you for your cooperation and assistance.

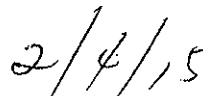
## OPEN ELIGIBLE LIST:

EXTEND the eligible list six months.     DO NOT EXTEND the eligible list six months.

NO PREFERENCE.



\_\_\_\_\_  
Signature



\_\_\_\_\_  
Date

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# Memorandum

To: Chris Knight, Director  
Building & Safety Department

From: Alison Packard, Sr. Human Resources Technician

CC: Yolanda Palomo

Date: February 4, 2015

Re: Extension of Eligible List – Senior Engineering Technician

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The current Open Eligible List for the position of Senior Engineering Technician will expire on March 24, 2015. As of this date, there are nineteen (19) candidates on the Open list. This list was certified on September 24, 2014.

You have the option of either extending this list for an additional six months or allowing the list to expire.

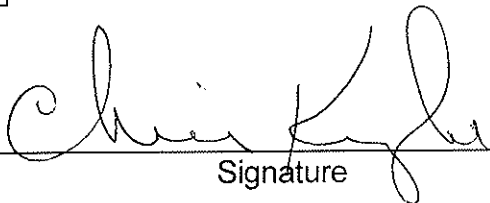
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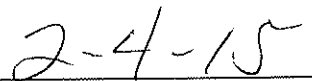
Thank you for your cooperation and assistance.

## OPEN ELIGIBLE LIST:

**EXTEND** the eligible list six months.     **DO NOT EXTEND** the eligible list six months.

**NO PREFERENCE**

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Date

:ap

# Memorandum

To: David Bowers, Director  
Public Works Department

From: Alison Packard, Sr. Human Resources Technician

CC: Ebony Folk

Date: February 4, 2015

Re: Extension of Eligible List – Senior Engineering Technician

---

The current Open Eligible List for the position of Senior Engineering Technician will expire on March 24, 2015. As of this date, there are nineteen (19) candidates on the Open list. This list was certified on September 24, 2014.

You have the option of either extending this list for an additional six months or allowing the list to expire.

Please indicate your decision below, sign your name and return this memo to Alison Packard, X5041, no later than February 19, 2015, in order that we may meet the Civil Service Board Agenda posting deadline.

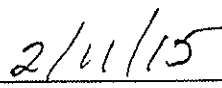
Thank you for your cooperation and assistance.

**OPEN ELIGIBLE LIST:**

**EXTEND** the eligible list six months.     **DO NOT EXTEND** the eligible list six months.

**NO PREFERENCE**

  
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Signature

  
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Date

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