

TROY CIVIL SERVICE COMMISSION

Agenda
December 15, 2015
Personnel Office
Immediately Following Public Hearing

- 1) Consider the minutes of the November 17, 2015 meeting.
- 2) Consider a resolution to delegate functions to Civil Service Commission Executive Secretary.
- 3) Establish an eligible list for four (4) years for **Chief Engineering Aide** (COT).
- 4) Establish an eligible list for four (4) years for **Engineering Aide** (COT).
- 5) Consider a New Position Duties Statement to establish a position tentatively titled **Video Clerk** (COT)
- 6) Consider a job specification tentatively titled **Video Clerk** (COT).
- 7) Consider a revision to the job specification for **Grant Writing Specialist** (COT).