



URBANA CIVIL SERVICE COMMISSION

**EXECUTIVE CONFERENCE ROOM
400 S. VINE STREET, URBANA, IL 61801
Wednesday, May 30, 2012
10:00 a.m.**

AGENDA

A. CALL TO ORDER AND ROLL CALL

B. APPROVAL OF MINUTES OF PREVIOUS MEETING

1. March 27, 2012

C. NEW BUSINESS

1. UFRS Administrative Assistant: Approve job description and internal posting for five days.
2. Assistant City Attorney: Approve job description revisions, decertify register and approve future external posting.
3. Certify hiring appointments: Fire Fighter, Maintenance Worker, Arbor Technician and Police Services Representative (conditional upon completing remaining requirements).

D. ADJOURNMENT