



URBANA CIVIL SERVICE COMMISSION

**EXECUTIVE CONFERENCE ROOM
400 S. VINE STREET, URBANA, IL 61801
Thursday, July 26, 2012
10:00 a.m.**

AGENDA

A. CALL TO ORDER AND ROLL CALL

B. APPROVAL OF MINUTES OF PREVIOUS MEETING

1. June 27, 2012

C. NEW BUSINESS

1. Administrative Assistant I, City Clerk's office job description and external posting approval.
2. Account Clerk II- approve passing score.
3. Grants Coordinator II- approve job description and internal posting.
4. Certify hiring appointments: Fire Fighter

D. ADJOURNMENT