

Dane County Vacancy Report
All Departments

Run Date: 11/13/2018
Through PP 24

Department	Dept Code	Division	Position Number	Position Title	Authorized	Filled	Vacant	Date Vacant	Status
County Executive	0240	County Executive	2963	ASST TO THE COUNTY EXEC	1.00	0.00	1.00	09/05/2018	Will Start 12/10/2018
Office for Equity and Inclusion	0700	Office for Equity and Inclusion	2971	DIVERSITY RECRUITMENT SPECIALIST	1.00	0.00	1.00	07/08/2018	Recruitment in Progress
Administration	1145	Facilities Management	1986	FACILITIES PROJECT MANAGER	1.00	0.00	1.00	09/30/2018	RTF Not Yet Submitted
Administration	1145	Facilities Management	0346	LEAD MECHANIC	1.00	0.00	1.00	09/02/2018	Recruitment in Progress
Administration	1440	Information Management	0186	CLERK III	1.00	0.00	1.00	04/27/2018	Requisition Submitted
Administration	1665	Printing and Services	0195	OFFSET PRESS OPERATOR	1.00	0.00	1.00	09/14/2018	RTF Not Yet Submitted
Administration	1675	Consolidated Food Service	1305	COOK	1.00	0.00	1.00	09/08/2018	Recruitment in Progress
Administration	1675	Consolidated Food Service	1361	FOOD SERVICE HELPER/DRIVER	1.00	0.00	1.00	09/30/2018	Will start 11/11/2018
Administration	1675	Consolidated Food Service	1411	FOOD SERVICE SUPERVISOR	1.00	0.00	1.00	10/05/2018	List Referred to Dept
Corporation Counsel	1965	Child Support	0288	CLERK III	1.00	0.00	1.00	10/26/2018	List Referred to Dept
Register of Deeds	2040	Register of Deeds	0310	REGISTER OF DEEDS CLERK	1.00	0.00	1.00	10/14/2018	RTF Not Yet Submitted
Clerk of Courts	2580	General Support	0052	CLERK III	1.00	0.00	1.00	10/28/2018	Will start 11/11/2018
Medical Examiner	2940	Medical Examiner	3066	DEPUTY MEDICAL EXAMINER	1.00	0.00	1.00	02/05/2017	Recruitment in Progress
Medical Examiner	2940	Medical Examiner	3110	MEDICOLEGAL INVESTIGATOR	1.00	0.00	1.00	07/25/2018	List Referred to Dept
Medical Examiner	2940	Medical Examiner	3113	MEDICOLEGAL INVESTIGATOR	1.00	0.00	1.00	07/01/2018	Requisition Submitted
District Attorney	3075	Deferred Prosecution	1599	CLERK IV	1.00	0.00	1.00	08/03/2018	RTF Not Yet Submitted
Sherriff	3165	Administration	2271	DEPUTY SHERIFF I-II	1.00	0.00	1.00	09/11/2018	List Referred to Dept
Sherriff	3165	Administration	0573	CLERK III	1.00	0.00	1.00	08/17/2018	Recruitment in Progress
Sherriff	3255	Support Services	0403	CLERK III	1.00	0.00	1.00	08/05/2018	List Referred to Dept
Sherriff	3255	Support Services	0517	DEPUTY SHERIFF I-II	1.00	0.00	1.00	08/20/2018	Will Start 1/5/2019
Sherriff	3315	Security Services	2019	JAIL CLERK	1.00	0.00	1.00	06/15/2018	List Referred to Dept
Sherriff	3315	Security Services	2098	SECURITY SUPPORT SPECIALIST	1.00	0.00	1.00	08/05/2018	RTF Not Yet Submitted
Sherriff	3315	Security Services	2121	DEPUTY SHERIFF I-II	1.00	0.00	1.00	09/05/2018	List Referred to Dept
Sherriff	3315	Security Services	2246	DEPUTY SHERIFF I-II	1.00	0.00	1.00	10/28/2018	Recruitment in Progress
Sherriff	3315	Security Services	2371	SECURITY SUPPORT SPECIALIST	1.00	0.00	1.00	09/27/2018	List Referred to Dept
Sherriff	3315	Security Services	2377	SERGEANT	1.00	0.00	1.00	10/28/2018	Will start 11/11/2018
Sherriff	3315	Security Services	0458	JAIL CLERK	1.00	0.00	1.00	04/16/2018	Will start 11/26/2018
Sherriff	3315	Security Services	0559	DEPUTY SHERIFF I-II	1.00	0.00	1.00	09/11/2018	Recruitment in Progress
Sherriff	3390	Field Services	1912	DEPUTY SHERIFF I-II	1.00	0.00	1.00	10/28/2018	Requisition Submitted
Public Safety Communications	3540	Public Safety Communications	2706	COMMUNICATOR	1.00	0.00	1.00	10/28/2018	RTF Not Yet Submitted
Public Safety Communications	3540	Public Safety Communications	3017	COMMUNICATOR	0.50	0.00	0.50	02/16/2018	RTF Not Yet Submitted
Public Safety Communications	3540	Public Safety Communications	3018	COMMUNICATOR	0.50	0.00	0.50	09/30/2018	RTF Not Yet Submitted
Public Safety Communications	3540	Public Safety Communications	0686	COMMUNICATOR	1.00	0.00	1.00	09/29/2018	RTF Not Yet Submitted
Emergency Management	3765	Emergency Medical Services	0703	CLERK I-II	1.00	0.00	1.00	09/30/2018	Recruitment in Progress
Juvenile Court Program	3840	Administration and Reception	1711	JUVENILE COURT COUNSELOR	0.50	0.00	0.50	09/24/2018	List Referred to Dept
Juvenile Court Program	3840	Administration and Reception	0722	JUVENILE COURT COUNSELOR	0.40	0.00	0.40	08/20/2006	RTF Not Yet Submitted
Juvenile Court Program	3915	Administration and Reception	0716	JUVENILE COURT WORKER	1.00	0.00	1.00	06/08/2018	Will start 11/11/2018
Juvenile Court Program	3990	Detention	2635	JUVENILE COURT WORKER	0.50	0.00	0.50	08/12/2018	Recruitment in Progress
Juvenile Court Program	3990	Detention	2662	JUVENILE COURT WORKER	0.50	0.00	0.50	08/08/2013	RTF Not Yet Submitted
Human Services	4140	Administration	1589	ACCOUNTING ASSISTANT	1.00	0.00	1.00	06/14/2015	RTF Not Yet Submitted
Human Services	4140	Administration	2464	ACCOUNTANT	1.00	0.00	1.00	07/06/2018	RTF Not Yet Submitted
Human Services	4455	CY&F - Direct Service	1083	SOCIAL SERVICE SPECIALIST BILINGUAL HISP	1.00	0.00	1.00	07/27/2018	List Referred to Dept
Human Services	4455	CY&F - Direct Service	1156	SOCIAL WORKER	1.00	0.00	1.00	09/02/2018	List Referred to Dept
Human Services	4455	CY&F - Direct Service	1302	SOCIAL SERVICE SPECIALIST	1.00	0.00	1.00	05/02/2018	Recruitment in Progress
Human Services	4455	CY&F - Direct Service	1343	SOCIAL WORKER	1.00	0.00	1.00	08/05/2018	RTF Not Yet Submitted
Human Services	4455	CY&F - Direct Service	1459	SOCIAL SERVICE SPECIALIST	1.00	0.00	1.00	03/02/2018	Recruitment in Progress
Human Services	4455	CY&F - Direct Service	1887	SENIOR SOCIAL WORKER	1.00	0.00	1.00	10/28/2018	Recruitment in Progress
Human Services	4455	CY&F - Direct Service	1968	PROGRAM LEADER	1.00	0.00	1.00	07/20/2018	List Referred to Dept
Human Services	4455	CY&F - Direct Service	2170	SOCIAL WORKER	1.00	0.00	1.00	10/14/2018	List Referred to Dept
Human Services	4455	CY&F - Direct Service	2204	SOCIAL WORKER	1.00	0.00	1.00	10/12/2018	Requisition Submitted
Human Services	4455	CY&F - Direct Service	2249	SOCIAL WORKER	1.00	0.00	1.00	10/14/2018	Recruitment in Progress
Human Services	4455	CY&F - Direct Service	3121	SOCIAL WORKER	1.00	0.00	1.00	01/01/2018	RTF Not Yet Submitted
Human Services	4685	CY&F - Direct Service	2155	SOCIAL WORK SUPERVISOR	1.00	0.00	1.00	10/14/2018	Recruitment in Progress

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Human Services	4740	Adult Services - Admin	1115	CLERK III	1.00	0.00	1.00	10/15/2018	Recruitment in Progress
Human Services	4740	Adult Services - Admin	1435	SENIOR SOCIAL WORKER	1.00	0.00	1.00	04/02/2018	RTF Not Yet Submitted
Human Services	4740	Adult Services - Admin	1797	ACCOUNT CLERK I	1.00	0.00	1.00	05/10/2017	RTF Not Yet Submitted
Human Services	4740	Adult Services - Admin	2583	REPRESENTATIVE PAYEE SPECIALIST	1.00	0.00	1.00	06/04/2018	Will start 11/26/2018
Human Services	4740	Adult Services - Admin	0954	ACCOUNT CLERK II	0.50	0.00	0.50	03/06/2018	RTF Not Yet Submitted
Human Services	4900	Adult Services - Aging and Long Term Care	0958	SOCIAL SERVICE SPECIALIST	0.50	0.00	0.50	04/16/2017	RTF Not Yet Submitted
Human Services	4990	Adult Services - Aging and Long Term Care	1133	SENIOR SOCIAL WORKER	1.00	0.00	1.00	02/18/2018	RTF Not Yet Submitted
Human Services	4990	Adult Services - Aging and Long Term Care	2455	SENIOR SOCIAL WORKER	1.00	0.00	1.00	03/18/2018	RTF Not Yet Submitted
Human Services	5070	Adult Services - DLT Services	1707	SOCIAL WORKER	1.00	0.00	1.00	04/27/2018	RTF Not Yet Submitted
Human Services	5220	Adult Services - DD-C Case Mgmt	2199	CLERK I-II	0.60	0.00	0.60	11/12/2014	RTF Not Yet Submitted
Human Services	5265	Adult Services - DD-C Case Mgmt	3045	SOCIAL WORKER	1.00	0.00	1.00	07/17/2018	Recruitment in Progress
Human Services	5580	Badger Prairie Health Care Center	1025	CERTIFIED NURSING ASSISTANT	0.20	0.00	0.20	07/22/2018	Recruitment in Progress
Human Services	5580	Badger Prairie Health Care Center	1062	CERTIFIED NURSING ASSISTANT	0.20	0.00	0.20	09/02/2018	Will Start 10/29/2018
Human Services	5580	Badger Prairie Health Care Center	1081	CERTIFIED NURSING ASSISTANT	1.00	0.00	1.00	10/14/2018	RTF Not Yet Submitted
Human Services	5580	Badger Prairie Health Care Center	1114	CERTIFIED NURSING ASSISTANT	0.20	0.00	0.20	11/10/2018	RTF Not Yet Submitted
Human Services	5580	Badger Prairie Health Care Center	1251	CERTIFIED NURSING ASSISTANT	0.20	0.00	0.20	07/20/2018	Will Start 10/29/2018
Human Services	5580	Badger Prairie Health Care Center	1453	REGISTERED NURSE BPHCC	0.20	0.00	0.20	09/16/2018	Recruitment in Progress
Human Services	5580	Badger Prairie Health Care Center	1862	REGISTERED NURSE BPHCC	0.20	0.00	0.20	07/08/2018	Recruitment in Progress
Human Services	5580	Badger Prairie Health Care Center	1893	REGISTERED NURSE-BPHCC	0.20	0.00	0.20	08/19/2018	Recruitment in Progress
Human Services	5580	Badger Prairie Health Care Center	2425	CERTIFIED NURSING ASSISTANT	0.20	0.00	0.20	05/27/2018	Will Start 10/29/2018
Human Services	5580	Badger Prairie Health Care Center	2433	CERTIFIED NURSING ASSISTANT	0.20	0.00	0.20	02/04/2018	List Referred to Dept
Human Services	5580	Badger Prairie Health Care Center	2458	CERTIFIED NURSING ASSISTANT	0.10	0.00	0.10	08/19/2018	Recruitment in Progress
Human Services	5580	Badger Prairie Health Care Center	2533	CERTIFIED NURSING ASSISTANT	0.20	0.00	0.20	09/02/2018	Recruitment in Progress
Human Services	5580	Badger Prairie Health Care Center	2832	REGISTERED NURSE BPHCC	0.20	0.00	0.20	07/08/2018	Recruitment in Progress
Human Services	5580	Badger Prairie Health Care Center	2912	CERTIFIED NURSING ASSISTANT	0.20	0.00	0.20	09/16/2018	Recruitment in Progress
Human Services	5580	Badger Prairie Health Care Center	2923	CERTIFIED NURSING ASSISTANT	0.20	0.00	0.20	11/26/2017	List Referred to Dept
Human Services	5580	Badger Prairie Health Care Center	3011	CERTIFIED NURSING ASSISTANT	0.70	0.00	0.70	09/14/2018	RTF Not Yet Submitted
Human Services	5820	Economic Assistance ED/B Personnel	1074	LEAD ECONOMIC SUPPORT SPECIALIST	1.00	0.00	1.00	09/30/2018	RTF Not Yet Submitted
Public Health	6130	Public Health	1014	PUBLIC HEALTH NURSE	0.10	0.00	0.10	02/01/2017	RTF Not Yet Submitted
Public Health	6130	Public Health	1016	PUBLIC HEALTH NURSE	1.00	0.00	1.00	01/02/2018	List Referred to Dept
Public Health	6130	Public Health	1093	HEALTH EQUITY COORDINATOR	1.00	0.00	1.00	07/23/2017	Recruitment in Progress
Public Health	6130	Public Health	1375	PUBLIC HEALTH NURSE	1.00	0.00	1.00	08/17/2018	Will Start 11/12/2018
Public Health	6130	Public Health	1406	PUBLIC HEALTH NURSE	1.00	0.00	1.00	09/30/2016	List Referred to Dept
Public Health	6130	Public Health	1414	DIETETIC SPECIALIST	0.80	0.00	0.80	11/09/2018	RTF Not Yet Submitted
Public Health	6130	Public Health	1420	PUBLIC HEALTH NURSE	0.10	0.00	0.10	10/10/2017	RTF Not Yet Submitted
Public Health	6130	Public Health	1889	PUBLIC HEALTH NURSE	0.85	0.00	0.85	05/01/2018	Will Start 11/19/2018
Public Health	6130	Public Health	2665	PUBLIC HEALTH SUPERVISOR	1.00	0.00	1.00	06/22/2018	List Referred to Dept
Public Health	6130	Public Health	2670	PUBLIC HEALTH NURSE	1.00	0.00	1.00	08/31/2018	List Referred to Dept
Public Health	6130	Public Health	2722	SANITARIAN II	1.00	0.00	1.00	04/15/2018	RTF Not Yet Submitted
Public Health	6130	Public Health	2726	SANITARIAN I	1.00	0.00	1.00	03/05/2018	Will Start 11/26/2018
Public Health	6130	Public Health	2758	ENVIRONMENTAL HEALTH TECHNICIAN	1.00	0.00	1.00	07/06/2018	Will Start 11/12/2018
Public Health	6130	Public Health	2777	ENVIRONMENTAL HEALTH SERVICES SUPERVISOR	1.00	0.00	1.00	07/13/2018	Will start 11/11/2018
Public Health	6130	Public Health	2831	HEALTH EQUITY COORDINATOR	1.00	0.00	1.00	05/28/2017	Recruitment in Progress
Public Health	6130	Public Health	2836	ADMINISTRATIVE ASSISTANT I	1.00	0.00	1.00	07/20/2018	RTF Not Yet Submitted
Public Health	6130	Public Health	2843	CLERK III	0.70	0.00	0.70	05/11/2018	Recruitment in Progress
Planning and Development	6315	Zoning and Plat Review	0327	LAND RECORDS TECHNICIAN	1.00	0.00	1.00	09/02/2018	Recruitment in Progress
Solid Waste	6480	Administration and Special Projects	3098	ACCOUNTING ASSISTANT	1.00	0.00	1.00	01/01/2017	RTF Not Yet Submitted
Solid Waste	6580	Transfer Station	2659	SKILLED LABORER LANDFILL	1.00	0.00	1.00	07/26/2018	RTF Not Yet Submitted
Solid Waste	6585	Administration and Special Projects	2658	MECHANIC	1.00	0.00	1.00	05/07/2018	List Referred to Dept
Solid Waste	6695	Cleansweep	2779	HAZARDOUS WASTE COORDINATOR	1.00	0.00	1.00	11/10/2015	RTF Not Yet Submitted
Solid Waste	6705	Methane Gas Operations	2825	MECHANIC(POWER GENERATION) LANDFILL	1.00	0.00	1.00	07/01/2011	RTF Not Yet Submitted
Alliant Energy Center	7140	Alliant Energy Center	1505	ELECTRICIAN	1.00	0.00	1.00	08/08/2018	Will Start 11/12/2018
Zoo	7665	Zoo	2447	ZOO KEEPER	1.00	0.00	1.00	08/17/2018	Will Start 11/27/2018
Land and Water	7730	Administration	1755	STORMWATER ENGINEER	1.00	0.00	1.00	09/30/2018	Recruitment in Progress
Land and Water	7730	Administration	3055	LANDS MANAGER	1.00	0.00	1.00	01/01/2016	RTF Not Yet Submitted
Land and Water	7735	Lakes and Watershed	0130	LAKES AND WATERSHED PROGRAM COORDINATOR	1.00	0.00	1.00	02/02/2018	RTF Not Yet Submitted

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Land and Water	7740	Lakes and Watershed	1553	PARK LABORER	1.00	0.00	1.00	06/11/2018	Will start 11/11/2018
Land and Water	7740	Lakes and Watershed	2042	PARK RANGER	1.00	0.00	1.00	08/06/2018	Recruitment in Progress
Land and Water	7810	Lakes and Watershed	3132	SOIL AND WATER CONSERVATIONIST	1.00	0.00	1.00	07/01/2018	RTF Not Yet Submitted
Extension	7890	Extension	1563	CLERK I-II	1.00	0.00	1.00	09/29/2018	Recruitment in Progress
Highway and Transportation	8355	Personnel Services	0756	SKILLED LABORER HIGHWAY	1.00	0.00	1.00	02/03/2018	Recruitment in Progress
Highway and Transportation	8355	Personnel Services	0764	SKILLED LABORER HIGHWAY	1.00	0.00	1.00	04/01/2018	Will Start 10/15/2018
Highway and Transportation	8355	Personnel Services	0766	SKILLED LABORER HIGHWAY	1.00	0.00	1.00	03/30/2018	Recruitment in Progress
Highway and Transportation	8355	Personnel Services	0787	SKILLED LABORER-HIGHWAY	1.00	0.00	1.00	09/21/2018	Recruitment in Progress
Highway and Transportation	8355	Personnel Services	0836	SKILLED LABORER HIGHWAY	1.00	0.00	1.00	03/04/2018	List Referred to Dept
Highway and Transportation	8355	Personnel Services	0862	HIGHWAY CREW LEADER	1.00	0.00	1.00	10/28/2018	Recruitment in Progress
Highway and Transportation	8355	Personnel Services	0866	SKILLED LABORER HIGHWAY	1.00	0.00	1.00	01/00/1900	List Referred to Dept
Highway and Transportation	8355	Personnel Services	0894	SKILLED LABORER HIGHWAY	1.00	0.00	1.00	02/03/2018	List Referred to Dept
Airport	8790	Administration	0925	AIRPORT DIRECTOR	1.00	0.00	1.00	08/31/2018	Will Start 11/30/2018
Airport	8865	Maintenance and Construction	2243	AIRPORT MAINTENANCE CREW LEADER	1.00	0.00	1.00	10/28/2017	List Referred to Dept
Airport	8865	Maintenance and Construction	0908	SKILLED LABORER-AIRPORT	1.00	0.00	1.00	04/25/2018	Will Start 11/19/2018
Airport	8865	Maintenance and Construction	0909	SKILLED LABORER-AIRPORT	1.00	0.00	1.00	04/20/2018	Dept Cancelled Requisition
Airport	8940	Terminal	1787	TERMINAL MAINTENANCE WORKER	1.00	0.00	1.00	09/15/2018	Recruitment in Progress
Airport	8940	Terminal	2367	TERMINAL MAINTENANCE WORKER	1.00	0.00	1.00	03/23/2012	RTF Not Yet Submitted
Airport	8940	Terminal	0924	LEAD TERMINAL MAINTENANCE WORKER	1.00	0.00	1.00	09/19/2018	List Referred to Dept
Airport	9015	Parking Lot	2047	TOLL BOOTH ATTENDANT	0.50	0.00	0.50	10/14/2018	Recruitment in Progress
Airport	9015	Parking Lot	2351	TOLL BOOTH ATTENDANT	0.50	0.00	0.50	01/22/2012	RTF Not Yet Submitted
Airport	9090	Landing Area	1640	AIRPORT OPERATIONS SUPV	1.00	0.00	1.00	10/18/2018	Recruitment in Progress

Vacancy Status Key

Total Vacancies	131.00
Total FTE Vacant	111.45

RTF Not Yet Submitted:

A Request to Fill (RTF) for the position has not yet been entered.

Requisition Submitted:

Department has entered a request to fill the position, but the request has not yet been approved. A position may not be approved to fill for a number of reasons - including missing paperwork or lack of funding. Employee Relations has not assigned these positions to an HR Analyst yet.

Recruitment in Progress:

This status indicates that Employee Relations (ER) is doing one of three major activities: First, ER works with Departments to update the position description and announce the vacancy/recruitment. Second, ER screens candidates for minimum qualifications. Third, ER score all candidates that meet the minimum qualifications and certify a list of names to the Department.

List sent to Department:

Employee Relations has certified a list of names and sent it to the hiring manager. Upon receiving a certified list, hiring managers are responsible for scheduling interviews and making offers to candidates.

Department Cancelled Requisition:

Departments cancel requisitions for a number of reasons. The primary reasons are when the Department has exhausted the list of candidates sent to them or when the Department wants to make a change to the position and the Department needs to restart the recruitment process.

Will Start (Date):

A candidate has accepted the position but has not yet started working for the County. The start date for the candidate is listed. The data in this report is from the payroll system and lags two weeks behind real time. For example, a position that starts on 4/30/2018 is not reflected as filled until the next report.