

Silicon Valley Power

CITY OF SANTA CLARA ELECTRIC DEPARTMENT

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MAY 29 2018

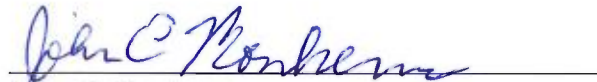
HUMAN RESOURCES DEPARTMENT
CITY OF SANTA CLARA

INTEROFFICE MEMORANDUM

DATE: May 29, 2018
TO: Acting Director of Human Resources
FROM: Chief Electric Utility Officer
SUBJECT: Request to Approve Job Specifications, Recruitment Type and examination Weighting for Database Administrator

The Electric Department has reviewed its staffing needs and is requesting the approval of the job specifications, recruitment type and examination weighting for the new position of Database Administrator. We are requesting an open/promotional recruitment type and a 100% oral examination weighting.

Thank you for your assistance. If you have any questions regarding this request, please contact Voula Brown, Staff Aide II, at 615-6604.



John C. Roukema
Chief Electric Utility Officer