

**Silicon Valley Power**  
CITY OF SANTA CLARA ELECTRIC DEPARTMENT  
**INTEROFFICE MEMORANDUM**

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JUL 26 2018  
HUMAN RESOURCES DEPARTMENT  
CITY OF SANTA CLARA

**DATE:** July 25, 2018  
**TO:** Human Resources Interim Director  
**FROM:** Chief Electric Utility Officer  
**SUBJECT:** REQUEST TO EXTEND ELIGIBILITY LIST FOR SR.  
ENGINEERING AIDE

Please extend the eligibility list for Sr. Engineering Aide for six months for a new expiration date of April 25, 2019. The current expiration date is October 25, 2018. There are still strong candidates on the eligibility list for this position and there is an anticipation of an upcoming vacancy.

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

*for*   
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John C. Roukema  
Chief Electric Utility Officer