



**City of Groveport
Human Resources Report to the Mayor and City Council
March 11, 2020**

Human Resources - Sue E Wadley, Personnel Director

- Recruiting and onboarding Seasonal positions for the following departments:
 Golf, Parks and Rec Center/Lifeguards
- Recruiting to fill the following open positions:
 Parks Maintenance Worker
 Public Service Director
 Recreation Center Clerk
 Community Affairs Activities Assistant
- Positions Filled/New Hires
 Golf Maintenance Worker
 Accounting/Water Billing Clerk
- HR hosted two (2) first aid/CPR Training session for employees this month. Thank you to Seth Bower, Aquatics Coordinator for coordinating this process.
- Unfortunately the BWC Safety Congress has been cancelled. We have 15 individuals registered to attend.
- HR is continuing to move forward with implementing new recruiting strategies to fill open positions both regular/full-time and seasonal. This include improving the application process for our candidates. Recent efforts have included – better use of Facebook with boosting our ads and posting a video of the benefits of working a lifeguard position.

If you should have any questions, please feel free to contact me regarding any Human Resources needs or issues.

Thank you,

Sue