



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Kevin Bushard, Human Resources Manager
MEETING DATE: May 11, 2021
SUBJECT: Resolution 2021-093 Approve Hiring Library Technician

Background:

Due to a retirement, there is a need to fill a Library Technician position for the City of Faribault. The position was posted internally and applications were accepted from April 5, 2021 to April 19, 2021.

Two applications were received and all applicants were selected for an interview. Applicants were interviewed on April 16, 2021. Library Director Delane James and Librarians Allyn McColley and Deni Buendorf were on the interview panel. From the interview process Caitlin Boran was selected for recommendation for hire for the Library Technician position.

Resolution 2021-093 approves the hiring of Caitlin Boran as Library Technician for the City of Faribault. This position is a Union position with Local 70, is wage grade D, and Caitlin would be hired at step 1, with a hire date of May 10, 2021.

Recommendation:

Approve Resolution 2021-093, approving the hiring of Caitlin Boran as Library Technician

Attachments:

- Resolution 2021-093

CITY OF FARIBAULT

RESOLUTION #2021-093

APPROVE HIRING LIBRARY TECHNICIAN

WHEREAS, the City of Faribault (the "City") presently has a vacancy for Library Technician that needs to be filled by a qualified candidate; and

WHEREAS, the City has posted for and interviewed for the Library Technician position within the City; and

WHEREAS, the City Council desires to fill the vacancy for the Library Technician position.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Faribault, Minnesota, that Caitlin Boran shall be extended an offer of employment to fill the vacant Library Technician position.

Date Adopted: May 11, 2021

Faribault City Council

Kevin F. Voracek, Mayor

ATTEST:

Timothy C. Murray, City Administrator