

Recruitment

Human Resources continues its active recruitment to fill vacancies within the agency. As qualified candidates submit their application for employment, phases of screening, testing, and interviews take place prior to the selection process. At the beginning of January 2023, the agency had approximately fourteen (14) vacancies within various departments. From January 2023 to the present Human Resources received 96 employment applications. Human Resources is proud to report that as of October 24, 2023, the agency has only four (4) remaining vacancies left to fill. The four (4) remaining vacancies are as follows;

- Account Clerk / Senior Account Clerk
- Eligibility Specialist
- Inspections Manager
- Office Assistant

Human Resource would like to welcome the following newly hired employees: Michael Avalos (Maintenance Worker I/II), Reynaldo Ruis (Office Assistant – HCV Division), and Diego Sanchez (Maintenance Worker I/II) to the agency.

Employee Newsletter

The Employee Newsletter for October 2023, was delivered via email to all staff and commissioners with a message from Executive Director Jim Kruse. The November 2023 Employee Newsletter recently released includes updated agency information regarding development, recruitment, benefits, community events, safety awareness, employee discounts, as well as upcoming events such as:

- **Thanksgiving Luncheon**

The Agency will be hosting its Thanksgiving Luncheon for staff on Monday, November 13, 2023, from 12noon – 2pm.

- **Christmas Luncheon**

The Agency will be hosting its Christmas Luncheon for staff on Wednesday, December 20, 2023, from 12noon – 2pm.

- **Human Resources Benefit Fair**

The Agency will be hosting its 2024 Benefit Fair for staff on Tuesday, January 16, 2024 from 4pm – 6pm.

PREPARED BY: Dawn Bonsu, J.D., Director of Business Operations