

## **Recruitment Schedule for PW Operator**

### **Thursday, May 20: Recruitment Opens**

- Apps on website and available for pick up at City Hall

### **Thursday, June 10, 12:00 pm: First Review**

### **Wednesday, July 14, 10:00 am: Second Review of Applications**

### **Friday, July 30, at 10:00 am: Third Review of Application**

- Scan and email to [manager@donaldoregon.gov](mailto:manager@donaldoregon.gov), or
- Drop off to City Hall: 10710 Main Street NE, Donald OR 97020
  - 24/7 Through Front Door Mail Slot
  - In-Person: City Hall COVID-19 Hours are 8:30am to 3:30am Monday-Thursday. Ring doorbell for service.
  - Mail to Donald City Hall, PO Box 388, Donald, OR 97020. Must arrive by deadline.
- Apps must be signed

### **\*Monday, August 2 through Thursday, August 5: Interviews**

### **\*Friday, August 6: Offer Top Candidate Job, Start of Background Checks and Hiring Paperwork**

### **\*August 23 at 8:00am: Approximate Start Date (2 weeks from offer date, if needed)**

*\*Dates subject to change based on candidate's availability.*