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Insight - Human Resources

Online Hiring Center - Departments

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Username: City email address

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Web Slice Gallery

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Brenda Sukemā

My Resolutions

My SME Review

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Search for exam title or exam number:

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Choose "My SME Review" in the drop down window under your name

Subject Matter Expert

Choose the position that you would like to review:

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Search for exam title or exam number: **Go**

1 record found.
Page 1 of 1

Exam #	Exam Plan	Job Posting	Analyst	Applications
2012-00019	Computer Technician LTE	GIS Technician - LTE	Gibbs, Kathy	Print

1 record found.
Page 1 of 1

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Choose the candidate that you would like to review:

Exam Plan 2012-00019 - Computer Technician LTE

Candidate	Master Profile	Last Updated	Updated By	At Step	Disposition	Assigned By	Comments
Anderson, Heath M	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Angel, Rachel	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Eigner, Amanda	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Gallo, Jon	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Grams, Robin M	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Hoepfner, Nicole M	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Horton, Josephine A	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Hunter, Nathaniel J	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Kelley, Michael E	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Lamb, Matthew G.	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Larson, Eric P	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Lindow, Maren	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Marshment-Howell, Robe...	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Miller, Patrice L	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Nixon, Kristi	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Prior, Timothy H	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Roepke, Benjamin JL	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Shea, Gale A	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Sommers, Robert K	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Uelmen, Brent	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add
Yue, Hang hy	View	09/10/12 11:41 AM	Sukenik, Brenda	Supplemental Questionnaire	Pass	Sukenik, Brenda	Add

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Choose "Candidate Disposition" to flag those that "pass" your review:

Application 1 of 21 « Previous Applicant | [Next Applicant](#)» [Show Candidate Disposition](#) [Print View](#)

GIS Tech LTE 09-12 - GIS Technician - LTE

Contact Information -- Person ID: 8756934

Name:	Heath M Anderson	Address:	820 Garden Dr. Apt 40 Sun Prairie, Wisconsin 53590 US
Home Phone:	(608) 345-3362	Alternate Phone:	
Email:	heathanderson@charter.net	Former Last Name:	
Month and Day of Birth:	03/23		

Personal Information

Choose "passed" or "failed" with a reject reason for each candidate:

[Hide Candidate Disposition](#)

Exam Plan **2012-00019 - Computer Technician LTE**
Evaluation Step **Supplemental Question Review** * Required

Applicant:	Name	Person ID
	Anderson, Heath M	8756934

Pass/Fail Step: Passed Failed Other

Reject Reason: **== Select ==**

Comments:

[Save](#) [Save & View Next App »](#)

Application 1 of 21 « Previous Applicant | [Next Applicant](#)» [Print View](#)

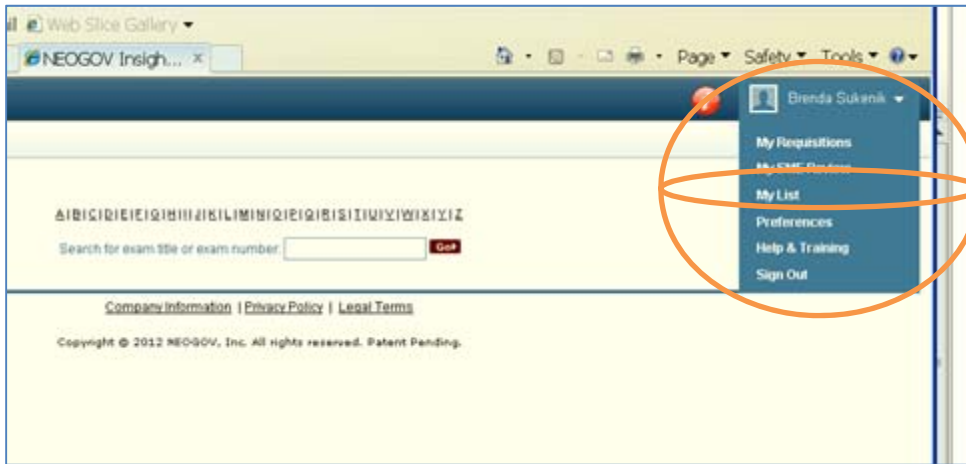
GIS Tech LTE 09-12 - GIS Technician - LTE

Contact Information -- Person ID: 8756934

Name:	Heath M Anderson	Address:	820 Garden Dr. Apt 40 Sun Prairie, Wisconsin 53590 US
Home Phone:	(608) 345-3362	Alternate Phone:	
Email:	heathanderson@charter.net	Former Last Name:	
Month and Day of Birth:	03/23		

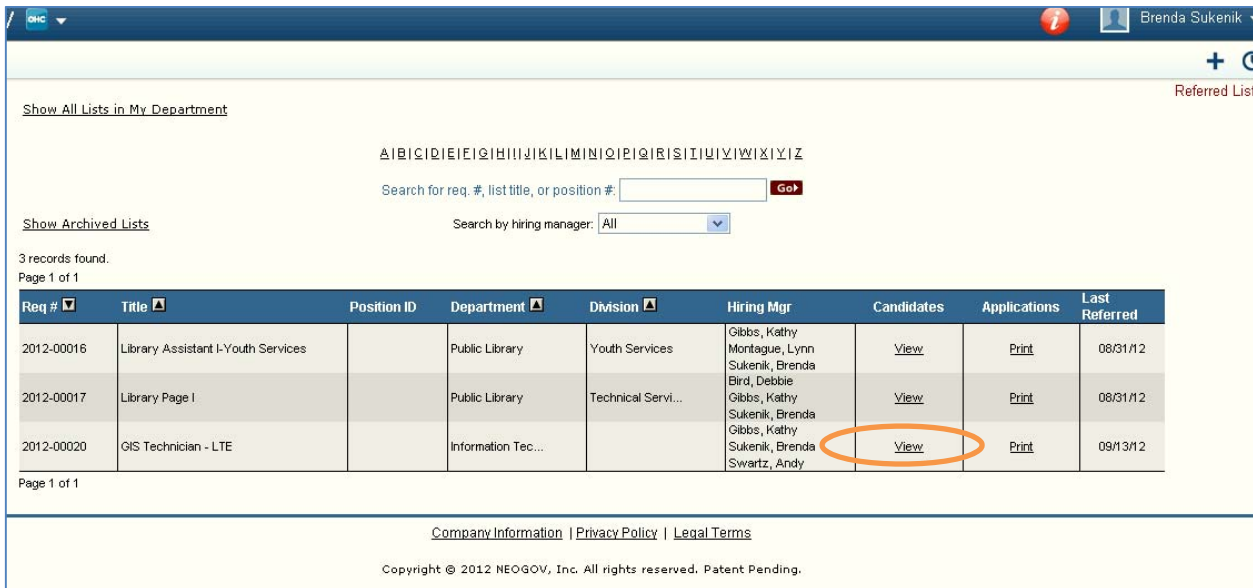
Please note that these flags are for internal use only, the candidate cannot see these selections/comments.

After you have selected your final candidates, HR will move them through the process, you will access the finalists through the “My List” area.



Choose “My List” in the drop down window under your name

Choose “View” to further sort the candidates.



Contact HR if you need help in scheduling the interviews. At this time, we are making personal contact with the candidates to set up interviews. However, for Neogov to accurately reflect the process, select candidates to “Schedule Interview” – after all are moved to that area, you can identify the specific date/time for each.

Requisition # 2012-00020
 Requisition Title GIS Technician - LTE
 Working Title GIS Technician - LTE
 Department Information Technology Department
 Exam Plan # 2012-00020
 Exam Plan Title GIS Technician LTE
 Job GIS Tech LTE 09-12 GIS Technician - LTE
 Positions
 Comments:

Position Type Limited Term Employment
 Vacancies 1
 HR Analyst Gibbs, Kathy
 HR Analyst Phone
 HR Liaison Gibbs, Kathy
 HR Liaison Phone 608-825-1192

Referred Candidates

Name	Referral Code	Master Profile	Action Date	Email Notify	Notices	Referral Expires
<input checked="" type="checkbox"/> Anderson, Heath M	1	View	09/13/12	•	N/A	9/12/2013
<input type="checkbox"/> Eigner, Amanda	1	View	09/13/12	•	N/A	9/12/2013
<input type="checkbox"/> Gallov, Jon	1	View	09/13/12	•	N/A	9/12/2013
<input type="checkbox"/> Hunter, Nathaniel J	1	View	09/13/12	•	N/A	9/12/2013
<input type="checkbox"/> Lamb, Matthew G.	1	View	09/13/12	•	N/A	9/12/2013
<input type="checkbox"/> Lindow, Maren	1	View	09/13/12	•	N/A	9/12/2013
<input type="checkbox"/> Marshment-Howell, Robert B	1	View	09/13/12	•	N/A	9/12/2013
<input type="checkbox"/> Miller, Patrice L	1	View	09/13/12	•	N/A	9/12/2013
<input type="checkbox"/> Nixon, Kristi	1	View	09/13/12	•	N/A	9/12/2013
<input type="checkbox"/> Shea, Gale A	1	View	09/13/12	•	N/A	9/12/2013
<input type="checkbox"/> Sommers, Robert K	1	View	09/13/12	•	N/A	9/12/2013
<input type="checkbox"/> Unknown, Robert	1	View	09/13/12	•	N/A	9/12/2013

Schedule Interview

12 records found.

Interview Scheduled

You can also print applications from this area. After selecting the candidate, choose “Print View” from the new window.

[Back to Referred List](#)

Referred: == Select ==

Application 1 of 12 « Previous Applicant | [Next Applicant](#) »

Print View

GIS Tech LTE 09-12 - GIS Technician - LTE

Contact Information -- Person ID: 9248869

Name:	Amanda Eigner	Address:	8721 S 15th St Oak Creek, Wisconsin 53154 US
Home Phone:	(414) 238-8559	Alternate Phone:	
Email:	amanda.eigner@gmail.com	Former Last Name:	
Month and Day of Birth:			

As the process continues, continue to move the candidates through the steps as a record of the hiring process. Indicate your selection when ready to make an offer of employment. **The supervisor should contact HR to conduct a background check and pending the results, make a request to hire through HR.**

Referred

<input type="checkbox"/>	Name	Referral Code	Master Profile	Action Date	Email Notify	Notices	Referral Expires
<input type="checkbox"/>	Dombrowsky, Katrina M	1	View	08/31/12	▪	N/A	8/30/2013
<input type="checkbox"/>	Lan, Elizabeth A	1	View	08/31/12	▪	N/A	8/30/2013
<input type="checkbox"/>	Maniaci, Patricia T	1	View	08/31/12	▪	N/A	8/30/2013
<input type="checkbox"/>	Schaffer, Caitlin	1	View	08/31/12	▪	N/A	8/30/2013
<input type="checkbox"/>	Terrab, Angela T	1	View	08/31/12	▪	N/A	8/30/2013

== Select == 5 records found.

Interview Scheduled

<input type="checkbox"/>	Name	Referral Code	Master Profile	Action Date	Email Notify	Notices	Referral Expires	Interview
<input type="checkbox"/>	Elchert, Katherine L	1	View	08/28/12	▪	N/A	8/27/2013	9/5/12 2:30 PM
<input type="checkbox"/>	Ferguson, Lola J	1	View	08/31/12	▪	N/A	8/30/2013	9/6/12 11:30 AM
<input type="checkbox"/>	Glaus, Marci	1	View	08/28/12	▪	N/A	8/27/2013	9/5/12 1:00 PM
<input type="checkbox"/>	Parsons, Mary M	1	View	08/28/12	▪	N/A	8/27/2013	9/6/12 10:00 AM
<input type="checkbox"/>	Stunaway, Jennie K	1	View	08/28/12	▪	N/A	8/27/2013	9/5/12 9:30 AM
<input checked="" type="checkbox"/>	Zlomke, Briony D	1	View	08/28/12	▪	N/A	8/27/2013	9/5/12 11:00 AM

6 records found.

Offer Pending

<input type="checkbox"/>	Name	Referral Code	Master Profile	Action Date	Email Notify	Notices	Referral Expires	Offer
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== Select == No records found.

Hired

<input type="checkbox"/>	Name	Referral Code	Master Profile	Action Date	Email Notify	Notices	Referral Expires	Hire
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== Select == No records found.

Rejected

<input type="checkbox"/>	Name	Referral Code	Master Profile	Action Date	Email Notify	Notices	Referral Expires	Rejection
--------------------------	------	---------------	----------------	-------------	--------------	---------	------------------	-----------

Indicate the starting pay amount and any other appropriate information in the "Comments:" area – such as start date, special schedule, etc. Allow the offer date to default in.

Requisition #	2012-00016	Job Type	Part Time
Requisition Title	Library Assistant I-Youth Services	Vacancies	1
Working Title	Library Assistant I - Youth Services	HR Analyst	Gibbs, Kathy
Department	Public Library	HR Analyst Phone	
Division	Youth Services	HR Liaison	Gibbs, Kathy
Positions		HR Liaison Phone	608-825-1192

* Required

Name:	Briony Zlomke D	13018512
* Status:	Answer Pending	
* Offer Date:	<input type="text" value="9/12/2012"/>	
Offer Amount:	<input type="text" value="11.59"/>	
Bonus Amount:	<input type="text" value="\$0.00"/>	
Comments:	<input type="text"/>	

After the offer is made and the candidate accepts, move the candidate to the “hired” area.

Referred

<input type="checkbox"/>	Name	Referral Code	Master Profile	Action Date	Email Notify	Notices	Referral Expires
<input type="checkbox"/>	Dombrowsky, Katrina M	1	View	08/31/12	▪	N/A	8/30/2013
<input type="checkbox"/>	Lan, Elizabeth A	1	View	08/31/12	▪	N/A	8/30/2013
<input type="checkbox"/>	Maniaci, Patricia T	1	View	08/31/12	▪	N/A	8/30/2013
<input type="checkbox"/>	Schaffer, Caitlin	1	View	08/31/12	▪	N/A	8/30/2013
<input type="checkbox"/>	Terrab, Angela T	1	View	08/31/12	▪	N/A	8/30/2013

== Select == 5 records found.

Interview Scheduled

<input type="checkbox"/>	Name	Referral Code	Master Profile	Action Date	Email Notify	Notices	Referral Expires	Interview
<input type="checkbox"/>	Elchert, Katherine L	1	View	08/28/12	▪	N/A	8/27/2013	9/5/12 2:30 PM
<input type="checkbox"/>	Ferguson, Lola J	1	View	08/31/12	▪	N/A	8/30/2013	9/6/12 11:30 AM
<input type="checkbox"/>	Glaus, Marci	1	View	08/28/12	▪	N/A	8/27/2013	9/5/12 1:00 PM
<input type="checkbox"/>	Parsons, Mary M	1	View	08/28/12	▪	N/A	8/27/2013	9/6/12 10:00 AM
<input type="checkbox"/>	Stanaway, Jamie K	1	View	08/28/12	▪	N/A	8/27/2013	9/5/12 9:30 AM
<input checked="" type="checkbox"/>	Zlomke, Briony D	1	View	08/28/12	▪	N/A	8/27/2013	9/5/12 11:00 AM

Make Offer 6 records found.

Offer Pending

<input type="checkbox"/>	Name	Referral Code	Master Profile	Action Date	Email Notify	Notices	Referral Expires	Offer
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== Select == No records found.

Hired

<input type="checkbox"/>	Name	Referral Code	Master Profile	Action Date	Email Notify	Notices	Referral Expires	Hire
--------------------------	------	---------------	----------------	-------------	--------------	---------	------------------	------

== Select == No records found.

Rejected

<input type="checkbox"/>	Name	Referral Code	Master Profile	Action Date	Email Notify	Notices	Referral Expires	Rejection
--------------------------	------	---------------	----------------	-------------	--------------	---------	------------------	-----------

Enter the individual's start date and allow the other dates to default in. Additional "Comments:" may be added.

Requisition #	2012-00016	Job Type	Part Time
Requisition Title	Library Assistant I-Youth Services	Vacancies	1
Working Title	Library Assistant I - Youth Services	HR Analyst	Gibbs, Kathy
Department	Public Library	HR Analyst Phone	
Division	Youth Services	HR Liaison	Gibbs, Kathy
Positions		HR Liaison Phone	608-825-1192

		* Required
Name:	Briony Zlomke D	13018512
Status:	Hired	
* Offer Date:	<input type="text" value="10/04/12"/>	
Offer Amount: \$	<input type="text" value="11.59"/>	
Bonus Amount: \$	<input type="text" value="0.00"/>	
* Answer Date:	<input type="text" value="10/04/12"/>	
* Filled On Date:	<input type="text" value="10/04/12"/>	
* Start Date:	<input type="text" value="10/04/12"/>	
Orientation Date:	<input type="text" value="10/04/12"/>	
Keep Active on Eligible List:	No <input type="button" value="v"/>	
Comments:	<input type="text" value=""/>	
	<small>2500 character limit</small>	
Approvals	None	

Neogov becomes the record of the hiring process:

Referred								
Name	Referral Code	Master Profile	Action Date	Email Notify	Notices	Referral Expires		
<input type="checkbox"/> Dombrowsky, Katrina M	1	View	08/31/12	▪	N/A	8/30/2013		
<input type="checkbox"/> Lan, Elizabeth A	1	View	08/31/12	▪	N/A	8/30/2013		
<input type="checkbox"/> Maniaci, Patricia T	1	View	08/31/12	▪	N/A	8/30/2013		
<input type="checkbox"/> Schaffer, Caitlin	1	View	08/31/12	▪	N/A	8/30/2013		
<input type="checkbox"/> Terrab, Angela T	1	View	08/31/12	▪	N/A	8/30/2013		

== Select == 5 records found.

Interview Scheduled								
Name	Referral Code	Master Profile	Action Date	Email Notify	Notices	Referral Expires	Interview	
<input type="checkbox"/> Elchert, Katherine L	1	View	08/28/12	▪	N/A	8/27/2013	9/5/12 2:30 PM	
<input type="checkbox"/> Ferguson, Lola J	1	View	08/31/12	▪	N/A	8/30/2013	9/6/12 11:30 AM	
<input type="checkbox"/> Glaus, Marci	1	View	08/28/12	▪	N/A	8/27/2013	9/5/12 1:00 PM	
<input type="checkbox"/> Parsons, Mary M	1	View	08/28/12	▪	N/A	8/27/2013	9/6/12 10:00 AM	
<input type="checkbox"/> Stanaway, Jamie K	1	View	08/28/12	▪	N/A	8/27/2013	9/5/12 9:30 AM	

== Select == 5 records found.

Offer Pending							
Name	Referral Code	Master Profile	Action Date	Email Notify	Notices	Referral Expires	Offer
No records found.							

Hired								
Name	Referral Code	Master Profile	Action Date	Email Notify	Notices	Referral Expires	Hire	
<input type="checkbox"/> Zlomke, Briony D	1	View	08/28/12	▪	N/A	8/27/2013	Details	

== Select == 1 record found.

Rejected								
Name	Referral Code	Master Profile	Action Date	Email Notify	Notices	Referral Expires	Rejection	
<input type="checkbox"/> McRoberts, Anne	1	View	08/31/12		N/A	8/30/2013	Edit	