

AGENDA
COMMITTEE MEETING
TOWNSHIP OF WELLESLEY
PERSONNEL COMMITTEE
JANUARY 31, 2012 – 6:45 PM
COUNCIL CHAMBERS - CROSSHILL

PAGES

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Personnel 3/12 – *See Caucus Agenda*

Personnel 4/12 – Probation Period Completion – Kaitlyn Draker – For information

Personnel

Date: January 31, 2012

Prepared for: Council of the Township of Wellesley

Prepared by: Rik Louwagie, Chief Building Official

RE: Kaitlyn Draker-Completion of 6 month probationary period-For information

SUMMARY:

Kaitlyn Draker was hired July 4th, 2011 in the position of Building Permit Coordinator. Kaitlyn has completed her 6 month probation period as of January 4th, 2012. Kaitlyn has proven to be a dedicated, hard working employee with excellent attendance. She conducts herself in a professional and courteous manner. Kaitlyn has integrated into the Building Department and the Township very well and is a very welcome addition, enabling the Building Department to continue to provide good customer service to the residents of the Township.

PERSONNEL:
Township
File No: 4/12

Willis McLaughlin
Executive Director of Operations