

## VandenBerghe, Alissa (Consultant)

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**From:** Lacy, Paul  
**Sent:** Thursday, February 19, 2009 2:15 PM  
**To:** Greco, Theresa  
**Cc:** Williamson, Alec  
**Subject:** Request for Hiring Activity  
**Follow Up Flag:** Follow up  
**Flag Status:** Red  
**Attachments:** Freeze Request for Hiring ActivityTT\_20090219.doc

Theresa,

Org code 589321 has identified the need to establish a 2 CADD drafter positions for the preparation of Right of Way plans for the Bored Tunnel alignment.

These permanent positions would be Transportation Technician 2 or Transportation Technician 3 positions. The initial assignment will be the production drafting on the Record of Survey and Right of Way plans for the Bored Tunnel Alignment. These drafters will also work on other CADD drafting tasks and other work typical of a Transportation Technician 2 or 3 in a design office. This project office currently has 3 PS&E contracts to deliver by the end of the year.

The intention is to advertise for internal applicants within WSDOT and look for qualified transfer applicants.

Once the attached WSDOT Request for Hiring Activity form is approved we will establish the positions and start the recruitment process.

Paul