

VandenBerghe, Alissa (Consultant)

From: Williamson, Alec
Sent: Friday, February 27, 2009 2:26 PM
To: Preedy, Matt; Greco, Theresa
Cc: Lacy, Paul; Thomas, Karen
Subject: FW: Request for Hiring Activity
Importance: High
Attachments: Freeze Request for Hiring ActivityTT_20090219.doc

Hi Matt/Theresa- I have gone over this need with Paul and concur that he has a pressing need for two technicians at the TT2 or TT3 level to deliver the R/W Plans, Record of Survey and other projects. The two people from NWR are David Fabel and Omer Handi, and Paul would like permission to interview them if possible, although I know that can't happen until the "list" has been vetted at the Craig Stone level. I understand from Brian Quinn that he needs the priority list today for inclusion into the next RA meeting agenda, so could you please forward this list on to Brian this afternoon if at all possible. I don't want to miss another month if we can avoid it.

Thanks,
Alec

From: Lacy, Paul
Sent: Thursday, February 19, 2009 2:15 PM
To: Greco, Theresa
Cc: Williamson, Alec
Subject: Request for Hiring Activity

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