

City Engineer
Proposed Recruitment Timeline

Item	Date
City of Milton Website Post	10/16/2019
Post on Other Websites	10/17/2019
Milton Courier Ad	10/24/2019
Milton Courier Ad	10/31/2019
Applications Due	11/13/2019
Review Applications	11/14/2019 - 11/15/2019
Notify Applicants for Interviews	11/18/2019
Interviews	11/25/2019 - 11/29/2019
Discussion / Reference Checks / Background Check	12/2/2019 - 12/6/2019
Conditional Offer of Employment	12/9/2019
Pre-employment Drug Screen	12/9/2019 - 12/13/2019
Potential Start Date	1/1/2020 (Depending on notice new employee required to give their current employer)