



City of Kingston Civil Service Commission
Meeting Agenda
Monday, February 25, 2019
9:30 AM

CIVIL SERVICE COMMISSION AGENDA - *Conference Room 1 @ 9:30am*

- 1 READING OF PREVIOUS MONTH'S MEETING MINUTES**
- 2 REPORT OF PERSONNEL CHANGES REVIEWED BY COMMISSIONERS AND CERTIFIED.**
- 3 AMEND JOB SPECS** - *No amendments this month*
- 4 PENDING EXAMINATIONS** - *The following exams have been posted*
Benefits Account Clerk
Account Clerk
Clerk
Receptionist
Secretary
Custodian
- 5 NEW POSITION DUTIES STATEMENT** - *The Planning Office submitted a New Position Duties Statement for a proposed title of Historic Preservation Administrator.*