

CITY OF MIAMI BEACH
Office of the City Manager
Letter to Commission No. 233-2005



To: Mayor David Dermer and
Members of the City Commission

Date: September 12, 2005

From: Jorge M. Gonzalez
City Manager

A handwritten signature in black ink, appearing to read "Jorge M. Gonzalez".

Subject: **UPDATE ON BUILDING OFFICIAL RECRUITMENT**

The purpose of this LTC is to update you on the status of the recruitment for the City's Building Official. On August 19, 2005, ten candidates were interviewed by an interview panel, of those ten the top five have been asked to participate in an assessment center. The assessment center process allows various stakeholders to meet, listen, and question each of the candidates in a structured environment. An independent moderator will solicit and compile the feedback regarding each candidate.

I would like to invite you to attend the Building Official assessment center process. As the Building Department is one of our main service departments, feedback from users of the department regarding the finalists for this position would be very helpful and valuable.

The assessment center will take place on Tuesday, September 20, 2005, from 8:15 a.m. to 1:00 p.m., with the five finalists for the position.

If you are interested in participating in the assessment center, please RSVP to Judy Hernandez in the City Manager's Office by Friday September 16, 2005. Judy can be reached at (305) 673-7010 ext 6672, or via e-mail at: judyhernandez@miamibeachfl.gov. If you plan to attend the assessment center on September 20, please plan to arrive at City Hall, First Floor Conference Room by 8:00 and 8:15 a.m.

I also invite you to forward this invitation to any of your constituents that you think may be helpful in this process and whom you believe should or would attend.

If you have any questions or need any additional information, please feel free to contact me.

JMG\TH\jhf

c: Tim Hemstreet, Assistant City Manager

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