

# **CITY OF MASON CITY**

## **CIVIL SERVICE COMMISSION**

City of Mason City Civil Service Commission meeting will be held in the Human Resources conference room, 2<sup>nd</sup> floor of City Hall on

**Wednesday, January 8, 2025 at 10:30 a.m.**

### **AGENDA**

- 1. Approve Agenda**
- 2. Approve minutes of December 23, 2024 meeting**
- 3. Development Services Department**  
Request permission to exhaust the current external Administrative Assistant – Housing/Safety list of candidates.
- 4. Development Services Department**  
Request permission to establish an external Administrative Assistant – Housing/Safety list of candidates with rollover of existing.
- 5. Finance Department**  
Request permission to establish an internal Intermediate Accounting Clerk list of candidates.
- 6. Finance Department**  
Request permission to establish an external Intermediate Accounting Clerk list of candidates.
- 7. Adjourn**