



Police Department

Edward A. Flynn
Chief of Police

November 17, 2008

The Board of the
Fire & Police Commissioners
200 East Wells Street, Room 706
Milwaukee, WI 53202

Dear Commissioners:

I hereby nominate and promote, subject to your approval, the following Data Entry Operator II:

DEBRA A. SCHULDT

to the position of Office Assistant III (Pay Range 425) in this Department, effective Sunday, December 14, 2008.

Ms. Schuldt was appointed to the Department as a Clerk Typist I on September 23, 1985, and was assigned to the Metro Division, Late Shift. Ms. Schuldt subsequently served in the positions of Clerk Typist II and Office Assistant III. On January 28, 2007, Ms. Schuldt was granted a voluntary demotion to the position of Data Entry Operator II. She is presently assigned to the Data Services Division, and clearly recognizes her areas of responsibility and performs her duties with accuracy and completeness.

In accordance with City Service Commission practices, she meets the requirements for this position through examination with the Department of Employee Relations for promotion to the Office Assistant III position. I therefore, nominate and promote, subject to your approval, Ms. Schuldt to Office Assistant III.

Sincerely,


EDWARD A. FLYNN
CHIEF OF POLICE

EAF:dj
F&P: 10/22/08 (Zaffke)
c: Human Resources Analyst Senior Cynthia Rattliff
Approved by the Board of Fire and Police Commissioners:

Chairman

Date: _____

Executive Director