



Police Department

Edward A. Flynn  
Chief of Police

June 23, 2010

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

Dear Commissioners:

I hereby nominate and appoint, subject to your approval, the following individual:

ERIC S. SHIN

to the position of OFFICE ASSISTANT I (Pay Range 400) in this Department, to fill an existing Office Assistant II vacancy. The effective date of this appointment will be MONDAY, JULY 12, 2010.

This name appears on the eligible list for OFFICE ASSISTANT I, and he has met all of the necessary requirements to fill the position. He will underfill for a minimum of six months. Promotion to Office Assistant II will be contingent upon satisfactory work performance and the recommendation of the Chief. This appointment is contingent upon the individual successfully completing a medical examination and drug screen.

Respectfully submitted,

  
EDWARD A. FLYNN  
CHIEF OF POLICE

EAF:rn  
F&P: 04/28/10  
C: HR Analyst Senior Ratliff

Approved by the BOARD OF FIRE & POLICE COMMISSIONERS:

\_\_\_\_\_  
Chaiman  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Executive Director