



Police Department

Edward A. Flynn  
Chief of Police

August 17, 2011

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

Dear Commissioners:

I hereby nominate and promote, subject to your approval, the following Office Assistant II:

REBECCA S. PUTZE

to the position of Office Assistant III (Pay Range 425) in this Department, effective SUNDAY, SEPTEMBER 4, 2011.

Ms. Putze was appointed to the Department as an Office Assistant I on January 4, 2005, and was assigned to the Criminal Investigation Bureau. On May 22, 2005, she was assigned to the Central Records Division (Records Management Section). She was promoted to Office Assistant II on July 31, 2005. On September 5, 2010, she was assigned to the Professional Performance Division. Ms. Putze is considered a valued member of this Department and her supervisor recommends her for this position.

In accordance with City Service Commission practices, she meets the requirements for promotion to the Office Assistant III position. I therefore, nominate and promote, subject to your approval, Ms. Putze to Office Assistant III.

Sincerely,

EDWARD A. FLYNN  
CHIEF OF POLICE

EAF:rn  
F&P: 05/18/2011 (Klingbeil)  
CC: HR Analyst Sr Ratliff

Approved by the Board of Fire and Police Commissioners:

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Chairman

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

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Executive Director