BE A FORCE

Milwaukee Police Department
Police Administration Building
749 West State Street
Milwaukee, Wisconsin 53233
http://www.milwaukee.gov/police

Edward A. Flynn
Chief of Police

(414) 935-7200

September 20, 2011

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

Dear Commissioners:

I hereby nominate and promote, subject to your approval, the following OFFICE ASSISTANT I:

JEWERAL HARRIS

to the position of POLICE DISTRICT OFFICE ASSISTANT (Pay Range 410) in this Department, effective SUNDAY, OCTOBER 16, 2011.

Ms. Harris was appointed to the Department on June 14, 2010, assigned to District Four. She has satisfactorily underfilled the position of Police District Office Assistant and is recommended for this position by her commanding officer.

In accordance with City Service Commission practices, she meets the requirements for this position. I therefore, nominate and promote, subject to your approval, Ms. Harris to the position of Police District Office Assistant.

Sincerely,

EDWARD A. FLYNN
CHIEF OF POLICE

EAF:vs
c: Human Resources Analyst Senior Cynthia Ratliff

Approved by the Board of Fire and Police Commissioners:

_____
Chairman

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_____ Date: _____

_____ _____
Executive Director