



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) 933-4444

May 8, 2015

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 named individual:

MARSHA Y. SHAW

to the position of OFFICE ASSISTANT I (Pay Range 6CN) in this Department, to fill an existing Office Assistant II vacancy. The effective date of this appointment will be Tuesday, May 26, 2015.

This name appears on the eligible list for OFFICE ASSISTANT I, and she has met all of the necessary requirements to fill the position. She will under fill for a minimum of six months. Promotion to Office Assistant II or Police District Office Assistant, performing Office Assistant II duties, 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.

Sincerely,

EDWARD A. FLYNN
CHIEF OF POLICE

EAF:kw
F&P: 10/29/2014 (Lewis), Authority was extended on 3/11/15
C: Payroll Supervisor Ratliff

Approved by the BOARD OF FIRE & POLICE COMMISSIONERS:

Chair

Date: _____

Executive Director