



**Pittsfield Charter Township**  
**Department of Human Resources**

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**Personnel Report from the Department of Human Resources**  
**December 8, 2021**

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In compliance with resolution #09-04, which requires notification of personnel actions taken by township administration to the Board of Trustees, below are the actions taken:

Division: Supervisor's Office  
Direct Supervision: Parks Superintendent  
Action: Resignation, Effective November 17, 2021  
Position: Maintenance Technician II  
Name: Bruce Tobias  
Reason: Resignation

Division: Supervisor's Office  
Direct Supervision: Recreation Coordinator  
Action: Transfer, Effective December 6, 2021  
Position: Recreation Specialist  
Name: Jennifer Davis  
Reason: Filled vacancy, budgeted for in the Parks and Recreation Dept.

Division: Supervisor's Office  
Direct Supervision: Director of Community Development  
Action: New Hire, Effective December 6, 2021  
Position: Coordinator  
Name: Victoria Westmoreland  
Reason: Filled vacancy, budgeted for in the Community Development Dept.

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