

**CITY HALL
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CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

**Report Number: CAO 56/2025
Approved: Thursday, April 3, 2025**

THAT the Chief Administrative Officer **APPROVE** the conversion of one (Regular Full-Time) RFT Intake Service Representative (Job Code 543391 - Grade 10) position to one RFT Special Projects Coordinator (Job Code 543526 - Grade 14). The converted position will remain part of the Employment and Social Services Staff Establishment which will be fully funded by Ministry of Labour, Immigration, Training and Skills Development (MLITSD) through the Ontario Transfer Payment Agreement Integrated Employment Services.

Report Number: CAO 56/2025
Clerk's File: AS2025

Anna Ciacelli

Deputy City Clerk / Supervisor of Council Services
April 4, 2025

Department Distribution

Manager, Windsor Regional Employment Network (WREN)
Manager, Intergovernmental Funding–Human Services Integration
Executive Director, Employment and Social Services
Executive Director, Human Resources
Commissioner, Finance & City Treasurer



OFFICE OF THE CITY CLERK COUNCIL SERVICES

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Commissioner, Human and Health Services
Chief Administrative Officer