

MEMO TO: IHLS Board of Directors
FROM: Leslie Bednar
DATE: March 15, 2016
RE: Staffing Update

We are currently recruiting for two part-time positions, a Page/Sorter in Du Quoin and a Courier Driver in Edwardsville.

Please let me know if you have any questions and I will provide as much information as I am able.

Thank you.

New Hires:

None.

Resignations, Terminations and Retirements:

Classification: IT Specialist (Full-time)
Project/Location: IT/Champaign
Last Day of Employment: March 11, 2016
Salary: \$35,360.00/ Annual
Comment: Found a better opportunity.

Classification: Page/Sorter (Part-time)
Project/Location: Operations/Du Quoin
Last Day of Employment: March 14, 2016
Salary: \$8.67/ Hour
Comment: Found full-time employment.

Promotions/Change in Position:

None