



BE A FORCE

June 12, 2013

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

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 individuals:

**ELIZABETH A. VAN DUYN
MARGARET M. SCHULZ**

to the position of OFFICE ASSISTANT I (Pay Range 6CN) in this Department, to fill existing Office Assistant II vacancies. The effective date of these appointments will be MONDAY, JUNE 24, 2013.

These names appear on the eligible list for OFFICE ASSISTANT I, and have met all of the necessary requirements to fill the position. They will underfill for a minimum of six months. Promotion to Office Assistant II or Police District Office Assistant will be contingent upon satisfactory work performance and the recommendation of the Chief. These appointments are contingent upon the individuals successfully completing a medical examination and drug screen.

Respectfully submitted,

**EDWARD A. FLYNN
CHIEF OF POLICE**

EAF:rn
F&P: 1/30/2013 (Alston, Booker)
C: Payroll Supervisor Ratliff

Approved by the BOARD OF FIRE & POLICE COMMISSIONERS:

Chairman

Date: _____

Executive Director