

DENTON, TEXAS
EXECUTIVE RECRUITMENT FOR CITY AUDITOR
PRELIMINARY TIMELINE

The following Timeline represents a preliminary schedule for your executive recruitment based on a commencement date of September 6, 2016. Actual target dates will be developed in consultation with and approved by the City of Denton.

Activity	Target Date
<ul style="list-style-type: none"> The Waters & Company (W&C) Completes On-Site Interviews to Develop Candidate Profile and Recruitment Brochure; City of Denton (City) Approves Ad Placement Schedule and Timeline. 	September 16, 2016
<ul style="list-style-type: none"> W&C Sends Draft Recruitment Brochure to City. 	September 21, 2016
<ul style="list-style-type: none"> City Returns Draft Recruitment Brochure (with edits) to W&C. 	October 5, 2016
<ul style="list-style-type: none"> City Council Approves Job Description and Recruitment Brochure 	October 11, 2016
<ul style="list-style-type: none"> W&C Commences Executive Recruitment Advertising and Marketing. 	October 12, 2016
<ul style="list-style-type: none"> W&C Commences Formal Review of Applications and Sends Most Promising Applicants a Candidate Questionnaire to Provide Additional Information about Background and Experience. 	October 28, 2016
<ul style="list-style-type: none"> W&C Completes Formal Review of Applications and Sends Selected Resumes and Questionnaire Responses to the City for Review. 	November 16, 2016
<ul style="list-style-type: none"> W&C Meets with City and Recommends Semi-Finalists; City Selects Finalists for On-Site Interviews. 	week of December 5, 2016
<ul style="list-style-type: none"> W&C Completes Reference Checks/Background Checks/Academic Verification for Finalists. 	December 16, 2016
<ul style="list-style-type: none"> W&C Sends Documentation for Finalists to City. 	December 19, 2016
<ul style="list-style-type: none"> City Conducts On-Site Interviews with Finalists. 	Week of January 2
<ul style="list-style-type: none"> City Extends Employment Offer to Finalist. 	Week of January 9