

Utility seeks GIS specialist

The utility has an opening for a GIS specialist II in the engineering division to assist with the preparation of construction drawings in AutoCAD Civil 3D, management of record drawings, and development and updating of ArcGIS based asset management models.

There are a variety of ways a qualified applicant can fulfill the educational and experiential requirements for the position.

All of the options require some educational background in at least one of the following areas: geographic information systems, computer science, information technology, geography, cartography, or a directly related field.

Please see the job posting at stpaul.gov/jobs to review the combinations of education and experience that could be used to meet the requirements.

Applicants must apply online at stpaul.gov/jobs by 4:30 p.m. on Wednesday, Feb. 20.

Questions on this job opening can be sent to Sandy Kimbrough at 651-266-6510 or jobs@stpaul.gov.

Winter descends upon us



Members of Mark Luzinski's crew work in temps hovering around 55 below with wind chill at the end of January. While the season started out mild, record low temps and numerous, measurable snowfalls have made it clear that winter is here. Many thanks to all staff working out in the elements.

Tuition reimbursement funds can make classes affordable

Keeping up-to-date on your area of expertise is essential in today's economy.

The city and SPRWS assist employees in maintaining their education by providing tuition reimbursement for eligible coursework.

The city provides up to \$600 of tuition reimbursement per year for full-time employees and up to \$300 for part-time staff.

The utility will provide up to \$2,500 per year for

full-time employees and up to \$600 for part-time staff. With city and SPRWS benefits combined, a full-time employee could be reimbursed up to \$3,100 for coursework taken as part of an accredited program.

If you are interested, now is the time to apply. Funds are available on a first-come, first-served basis.

Contact Racquel Vaske at 266-6815 for more information on this employee benefit.

New employee? Make plans to attend a new employee workshop

All new employees are required to attend a new employee workshop. If you have been recently hired, but have not attended such a workshop, please discuss with, and seek approval from, your supervisor prior to registering for this event

The next welcome to Saint Paul employee workshop is 8:30 a.m.– noon on Monday, February 25, in rooms 40 A and B in the basement of Saint Paul city hall/courthouse building.

Objectives of this workshop include:

- Greet, welcome, and celebrate your employment with the city of Saint Paul

- Make connections and network with those in multiple departments
 - Discuss what it means to be a public servant providing quality customer service using radical hospitality
 - Learn about the city of Saint Paul; its mission, vision, values, and accomplishments
 - Understand the city's equity framework
- Contact Anita Vue at 651-266-6523 or email anita.vue@ci.stpaul.mn.us or jobs@stpaul.gov with questions. Registration closes two days prior to the event date. Register at Event Brite: <http://tinyurl.com/y3273q5j>

Keep the cold and flu bug at home, minimize spreading germs

Snow, sleet, cold, wind chills. It's all here, and so is cold and flu season.

If you are feeling particularly ill or are running a fever and are contagious, it's in everyone's best interest if you stay home until you are feeling better.

If you must come into the office, consider your co-workers when dealing with your symptoms.

Your first line of defense is getting the flu shot. Even though it's no guarantee against getting the flu, it's the best protection available and can help shorten the length of the flu if you do get it.

Did you know you can spread the flu to others from up to six feet away? The Center for Disease Control says that is possible when you cough, sneeze or talk. You can also spread the flu by touching surfaces and then a co-worker touches that same surface.

To protect your co-workers and to be considerate of them, think about these things:

Stay home and seek medical attention – Don't go to work; go to the doctor. While a virus must run its course, other treatments or medications may still be required to help fight against whatever ails you.

Wash your hands or use a hand sanitizer often – Especially after blowing your nose.

Use disinfectant wipes at your desk – Clean up your phone, keyboard and mouse. Wash thoroughly your eating ware and your coffee mug.

Keep a supply of cough drops These will help keep your coughing to a minimum. It can be very distracting to listen to constant coughing. If you can't help but cough, make sure to cover your mouth.

Sneeze into your left arm or shoulder – This is a must do! Keep germ spreading to a minimum. And if you're meeting with people, it leaves your right hand sanitary and free for handshaking.

Stay connected with technology until you are fever free for 24 hours – Just like school children are not supposed to return to school until they are fever free for 24 hours, you should do the same.

Keeping up communication via email and text allows you to respond to urgent matters and stay on top of your work until you are back in the office.



Difference between cold and flu symptoms

Some of the general differences between colds and flu are listed below. Know what to look for and how to help prevent the flu:

Symptom	Cold	Seasonal flu
Fever	Rare with a cold.	Usually present with flu. A 100°F temp. or higher for 3 to 4 days is typical.
Coughing	A hacking, productive (mucus-producing) cough is often present with a cold.	A non-productive (non-mucus producing) cough is usually present with the flu (sometimes referred to as dry cough).
Aches	Slight body aches and pains can be part of a cold.	Moderate to severe aches and pains are common with the flu.
Stuffy nose	Commonly present.	Not commonly present with flu.
Chills	Uncommon with a cold.	60% of people who have the flu have chills.
Tiredness	Fairly mild with a cold.	Moderate to severe with the flu.
Sneezing	Common with a cold.	Not common with the flu.
Sudden symptoms	Cold symptoms tend to develop over a few days.	The flu has a rapid onset within 3-6 hours. Flu hits hard with high fever, aches, pains.
Headache	Fairly uncommon with a cold.	Very common with the flu, present in 80% of all flu cases.
Sore throat	Usually present with a cold.	Not usually present with the flu.
Chest discomfort	Mild to moderate discomfort.	Often severe with the flu.

Source: www.UtahFluFighters.org, Utah Department of Health

