

LIMITED-TERM EMPLOYMENT

A limited-term appointment is the appointment of a person for a known, fixed, limited period of time for any of the following reasons:

1. Replacement of an absent employee for a period not exceeding either the authorized absence of said employee or 194 working days, whichever comes first.
2. Provision of extra services for a period not exceeding six calendar months of continuous duration.

Successive Limited-Term Appointments

Successive limited-term appointments may be made as specified above, and any person employed in successive limited-term assignments may be employed in such capacity, including days of substitute employment, for a total of not more than 194 days in any fiscal year.

Seniority

Limited-term employees will accrue no tenure or seniority for reduction in force purposes as a result of their limited-term appointments, except regular employees working out of classification in a higher class will accrue seniority to be added to regular class seniority.

Should a limited-term employee be appointed as a regular classified employee subsequent to a limited-term appointment in the same classification and without a break in service, seniority for the purpose of salary step advancement and reduction in force will accrue from the date of the original limited-term appointment. The probationary status of such employee shall begin as of the date of the appointment to the regular position.

Compensation

When a regular employee works out of classification in a higher class, his/her rate of pay shall be at the salary range assigned to the first highest class at the step which will give him/her an increase above his/her regular rate. All other limited-term employees shall be paid at a rate no higher than Step A of the salary range approved for the classification to which they are assigned, unless they were formerly employed in the same or a related higher classification, in which case, they shall be paid a rate on the appropriate salary range no higher than the rate paid upon termination of regular employment.