

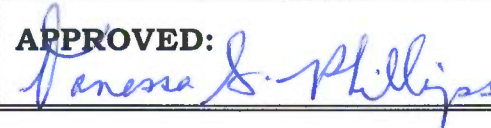
NEW CASTLE COUNTY

PERSONNEL POLICY

NUMBER 4.11
PAGE 1 of 1
DATE 12/12/17

SUBJECT: SENIORITY POINTS

APPROVED:



OBJECTIVE: To outline the administration of seniority points for those groups of employees who are eligible for them.

STATEMENT: Permanent or limited term, full-time employees in the classified service, who have completed their initial hire probationary period who apply and who are eligible for placement on an eligible list, must meet the minimum requirements for the position and receive a passing score on all required examinations. Seniority points are awarded only to those candidates who receive a final passing score. In determining the final score, an employee's seniority will be calculated as shown below. Seniority points will only be granted for years of service which have been completed as of the date of the establishment of the eligible list for that classification.

<u>COMPLETED YEARS OF SERVICE</u>	<u>SENIORITY POINTS</u>
Completion of Probationary Period	.5
1	1.0
2	1.5
3	2.0
4	2.5
5	3.0
6	3.5
7	4.0
8	4.5
9	5.0
10	5.5
11	6.0
12	6.5
13	7.0
14	7.5
15	8.0
16	8.5
17	9.0
18	9.5
19	10.0

REQUIRED ACTION: Office of Human Resources staff shall be responsible for the communication, explanation, implementation and maintenance of this policy.

Revised: 11/01/90
Revised: 07/01/97
Revised: 04/01/99
Revised: 05/22/00
Revised: 07/01/00
Revised: 12/12/17