

RULE IX
Seniority

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Section A. Definition

Seniority is the length of continuous employment without interruption in merit system and non-merit system positions in the County except that the following shall not be considered as interruptions of service:

- 1 Military leave, vacation leave or sick leave and other paid leaves authorized by these rules;
- 2 Authorized leaves of absence of 40 hours or less without pay;
- 3 Layoffs not exceeding two years in length, provided that the length of such layoff shall be deducted from the length of continuous employment in computing seniority;
- 4 Periods of voluntary separation provided that the length of such separation shall not exceed two years and shall be deducted from the length of continuous employment in computing seniority.
- 5 Disciplinary suspensions in accordance with the Rule on Suspensions and Discharge provided that the length of separation shall be deducted from the length of continuous employment in computing seniority, however any disciplinary suspension of 40 hours or less will not be deducted from the length of continuous service when computing seniority;
- 6 Discharge withdrawn by the Appointing Authority or rescinded by direction of the Civil Service Commission or by judicial order.

Section B. Computation

- 1 The seniority of an employee appointed to a permanent position from an eligible list shall be measured from the effective date of appointment.
- 2 Service as a temporary, emergency, term, or on-call employee is not creditable for purposes of computing seniority. However, service as a temporary, emergency, term, or on-call employee immediately preceding appointment to a permanent position shall be credited from the beginning date of continuous employment, provided the employee worked more than 40 hours each pay period.
- 3 Seniority of regular part-time employees shall be computed prorata on the basis of the employees' regular workweek.
- 4 Computation of seniority shall not include time worked in excess of the employees' regular workweek.

Section C. Uses

Seniority shall be used as a factor in determining order of layoff.