

RESOLUTION NO. 27-2006

A RESOLUTION APPROVING THE EMPLOYEE CLASSIFICATIONS
RECOMMENDED BY THE MONTANA ASSOCIATION OF COUNTIES

WHEREAS, the Board of Commissioners is responsible for administering personnel policies; and

WHEREAS, the Montana Association of Counties has developed model personnel policies, one of which relates to the classifications applicable to employees; and

WHEREAS, the Board of Commissioners believes that the policy proposed by the Montana Association of Counties relating to employee classifications is in accordance with statutes of the State of Montana, and is appropriate to adopt for purposes of personnel management in Fergus County;

NOW THEREFORE BE IT RESOLVED that the attached policy which defines the various employee classifications is hereby adopted and approved for use in Fergus County; and

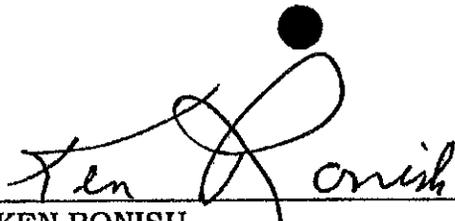
BE IT FURTHER RESOLVED THAT the Clerk and Recorder's Office is requested to distribute this policy to all departments.

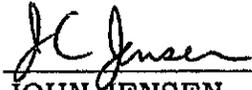
PASSED AND APPROVED this 23 day of August,
2006.

BOARD OF COMMISSIONERS:

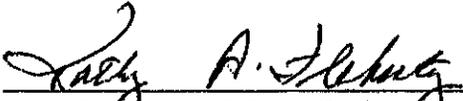


CARL SEILSTAD


KEN RONISH


JOHN JENSEN

ATTEST:


KATHY LEHARTY, Clerk & Recorder

PERSONEL ADMINISTRATION

Personnel Appointments And Position Descriptions

PURPOSE: To establish a policy detailing employment categories for County employees

STATEMENT OF POLICY

All County employees shall be assigned by the appropriate County officer to one of the following employment categories (Section 2-18-601 MCA):

Permanent

"Permanent" means an employee, assigned as permanent, who has attained or is eligible to attain permanent status. Permanent employees may be assigned as either full-time (normally working forty (40) hours per week) or part-time (normally working less than forty (40) hours per week).

Seasonal

"Seasonal" means an employee, assigned as seasonal, who performs duties of a seasonal nature. Seasonal employees may, at the discretion of Fergus County, be recalled without the loss of benefits accrued during the preceding season. Seasonal employees may be assigned as either full-time (normally working forty (40) hours per week) or part-time (normally working less than forty (40) hours per week).

Temporary

"Temporary" means an employee, assigned as temporary, who performs temporary duties or permanent duties on a temporary basis for a period of time not to exceed twelve (12) months. Temporary employees are not permanent employees, are terminated at the end of the employment period, and are not eligible to become permanent employees without a competitive selection process. Temporary employees may be assigned as either full-time (normally working forty (40) hours per week) or part-time (normally working less than forty (40) hours per week).

Short-term

"Short-term" means an employee, assigned as a short-term worker, who works at an hourly rate of pay established by Fergus County. Short-term workers may not work for a County department for more than ninety (90) days in a continuous twelve (12) month period. They are not eligible to become permanent employees without a competitive selection process.