

SUPPORT STAFF PROBATION

Each support staff employee will serve a probationary period of ninety (90) days in any position for which he/she is newly hired or in any new classification to which he/she is transferred or promoted. During that time, the employee will be adequately assisted and supervised so that his/her abilities to carry out the duties required, and job performance, may be ascertained. Should his/her performance be unsatisfactory through performance review process in accordance with policy File GDO, a new employee may be released at any time during the probationary period, or an employee who has been transferred to a new classification may be returned to his/her former position.

CROSS REF.: [GDO](#), Evaluation of Support Staff

Approved: March 9, 2009

Reviewed: February 24, 2014