

Permanent Personnel

ASSIGNMENT, TRANSFER AND APPOINTMENT--NON-INSTRUCTIONAL EMPLOYEES

A permanent employee seeking a transfer will request it in writing to the Assistant Superintendent, Office of Personnel, with a copy to the employee's department head. The employee will be placed on the list for the appropriate classification and will be referred for consideration for the next opening in the department or location of his/her choice.

Pay status of the employee will not be a determining factor in acceptance or rejection of the transfer by the department.

Transferred employees will serve a normal probationary period in the new position and, if their performance is not satisfactory, will be returned to their original department, if possible.

Specific Authority: 230.22(2) F.S.

Law Implemented, Interpreted, or Made Specific: 230.23(5)(a),(b) and (f); 230.33(7)(a) and (b) F.S.

History: THE SCHOOL BOARD OF DADE COUNTY, FLORIDA

Repromulgated: 12-11-74