

When the name of an eligible person has been certified three times and has not been appointed, the appointing authority may request to the commission that the eligible person's name be removed from the register within five (5) working days of the last certification. ~~(ADOPTED 11/15/13)~~

CERTIFICATION AND PROBATIONARY PERIOD

4. Probationary Period

All new uniformed employees of the Police Department will serve a probationary period of 18 months or 12 months after successful completion of academy, whichever is longer. All new uniformed employees of the Fire Department will serve a 15 month probationary period with the option of ending probation at 12 months at the Fire Chief's discretion. The appointing authority shall counsel the employee during their probationary period and inform the employee of their strengths, weaknesses, and methods of improvement. An employee who fails to satisfactorily complete probation shall be given 15 calendar days written notice by the appointing authority. Employees discharged during the probationary period do not have the right to appeal. ~~(ADOPTED OLYMPIA CSC: 4/30/04; REVISED 05/15/2018)~~

5. Emergency, Temporary or Provisional Appointments

In the event there is no register for a class of positions, the Secretary/Chief Examiner may create a temporary or provisional register for that class and certify names(s) from that register to the appointing authority. Such temporary or provisional appointments shall not continue for a period longer than four ~~six~~ months; nor shall any person receive more than one provisional appointment or serve more than four ~~six~~ months as a provisional appointee in any one fiscal year. ~~Such appointments and approvals will be announced to the Commission at the next regular meeting.~~ Such approvals are subject to review and audit and may be withdrawn by the Commission at any time. ~~(ADOPTED OLYMPIA CSC: 12/31/01)~~