

Chapter 4 EMPLOYMENT STATUS

- 4-1 Appointed Positions
- 4-2 Probationary Employees

4-1 Appointed Positions

The following enumerated positions constituting officers, directors, police, fire division or ambulance division appointments and/or department heads shall be appointed and serve at the pleasure of the Mayor and City Council:

- A. City Administrator
- B. Finance Director
- C. Public Power Director
- D. Public Works Director
- E. Police Chief
- F. City Treasurer
- G. Senior Citizen Director
- H. Museum Director
- I. Community and Economic Development Director
- J. City Recorder
- K. Emergency Services Director
- L. Human Resource Coordinator
- M. Fire Chief
- N. Ambulance Chief

Appointed employees are part of the pay and benefit system applicable to all employees and shall be subject to policies contained in this Manual, with the following exceptions:

Appointed employees are at-will employees, and are appointed and may be suspended or terminated by the Mayor with the advice and consent of the City Council with or without cause or prior notice. As at-will employees, appointed employees shall have no right to appeal the suspension or termination of their employment to the Brigham City Employee Personnel Board (Appeal Board).

4-2 Probationary Employees

All new full-time employees (except police officers see below) who are hired with intention of becoming regular full-time employees, are required to serve at least 6 months in probationary status.

For sworn police officers, the probationary period will be one year after graduation from P.O.S.T. or one year after hire if the employee has previously graduated from P.O.S.T..

During probation, except probation due to promotion, the employee may be terminated at-will at

any time, with or without cause or prior notice, for any reason or no reason at all.

An unpaid leave of absence shall not be considered part of any probationary period.

Promotion. Any promotion to a position with significant differences in job responsibility shall be subject to a probationary period of 6 months. During the probationary period the employee's abilities and performance will be evaluated by the supervisor. If in the sole discretion of the City, the City determines that the employee's performance is unsatisfactory, the City shall notify the employee in writing of his/her failure to complete the probationary period and the employee will be reinstated, if available, to their previous position, or if available another position for which they are qualified. However, if the cause for rejection during the promotional probationary period was sufficient grounds for dismissal from both positions, the employee may be dismissed in accordance with the City's formal disciplinary procedures.

Reinstatement. The probationary period for a former employee being reinstated may be for a period less than 6 months if being reinstated in the same department/division and to the same position previously held or 6 months if the reinstatement is to a different department/division or to a different position within the same department to which the employee was previously assigned.