

Article VII – Working Conditions

SECTION C - Transfers and Reassignments

1. Each SRP shall be notified in writing prior to the end of his/her work year whether or not he/she will be reappointed for the following fiscal year.
2. By April 15 of each year, the Board shall have posted in each worksite and the Human Resources Director's office a list of those known SRP vacancies recorded in the district office for the coming year.
3. SRP who desire a change in job classification or work location shall file a written request on MIS Form #356, Request for Transfer or Change in Assignment/Position. Such request shall be reviewed by worksite supervisors using the process described in #4 below when filling any vacant position and will remain valid for a period of twelve (12) months following date of application.
4. SRP seeking to change work locations within the district will be able to bid on vacant positions within their respective job category/classification (Addendum E). SRP with the most seniority, within that job category/classification, shall be granted the position for which they bid. Job title and classification lists will be maintained by the district to be utilized in this bidding process.
5. In the event no internal SRP candidate bids on a vacant position, it is the Board's intention that the best-qualified applicant be hired for each vacant position. The Board agrees to give full consideration to the professional background and attainments of applicants for vacancies. ~~If the SRP is qualified for said position, he/she shall be interviewed by the appropriate supervisor.~~ Applicants shall be notified in writing of the decision by the worksite supervisor.

For the Board

Date

For the Union

Date