

This operating policy establishes the Fire District's policy regarding probation of new employees and those promoted to a higher rank.

A. New Employees

1. All newly hired employees will serve a twelve-month probationary period. Annual leave cannot be used during the probationary period. Sick leave can be used after two months. Sick and annual leave will accrue beginning on start date. Any employee who has not completed the probationary period and is terminated or resigns will not be entitled to accrued sick or annual leave. The employee may be terminated during this probationary period.

2. Probationary employees may be terminated for any of the following reasons: unable to perform the required duties; failing to obtain required certification; inability to work with other members of the Fire District; chronic absenteeism or tardiness; insubordination, and / or not following department policies and procedures.

B. Promotion

1. All persons promoted to a higher rank will serve a twelve-month probationary period after assuming the new rank. They may be reduced to their former rank during this probationary period for any of the reasons stated in paragraph one above.