

TEMPORARY WORK LEVEL

SOURCE: OHIO REVISED CODE 124.181(J), OHIO ADMINISTRATIVE CODE 123:1-37-07, & OCSEA/AFSCME BARGAINING UNIT AGREEMENT ARTICLE 7

CONTACT: OFFICE OF EMPLOYEE SERVICES

Temporary Work Level Policy:

1. Employees who are temporarily assigned to replace an absent employee, or to fill a vacant position during the posting and selection process with a higher pay range than their own are eligible for a temporary working level pay adjustment of approximately four percent above their current base rate.
2. Exempt employees may serve in a temporary working capacity for a period not to exceed two years.
3. Non-exempt employees may serve in a temporary working capacity during the posting and selection process for a vacant position for a period not to exceed 120 days unless mutually agreed to by the parties.
4. During temporary working level assignments, employees also maintain responsibility for their permanently assigned positions.

09/06