

POLICY NO:	PE 003
POLICY TITLE:	EMPLOYMENT CLASSIFICATION
DEPARTMENT:	PERSONNEL
APPROVAL DATE:	14-01-96 (January 1996)
REVISION DATE:	23-06-96; 10-02-02; 12-03-02; 39-02-13; 29-07-13 (July 23, 2013)
REVIEW DATE:	

Employees working for the County of Vermilion River shall be placed in one of the following categories upon commencement of employment:

****NOTE: Permanent employment shall mean there is no foreseen end date other than retirement. Employees hired for specific periods under contracts do not have permanent status even if their contracts are extended from year to year without a break.**

1. **Permanent Full-Time**: Working fully prescribed hours on a twelve (12) month basis
2. **Permanent Part-Time**: Working at least 20 hours per week on a twelve (12) month basis
3. **Permanent Part-Time**: Working less than 20 hours per week on a twelve (12) month basis.
4. **Permanent Seasonal**: Working fully prescribed hours on a minimum eight (8) consecutive month basis
5. **Casual**: Those persons hired to work on a "call basis" or on a short fixed term only.(less than ten (10) consecutive days
6. **Temporary**: Those persons hired for full-time or part-time employment for a period not to exceed 12 months
7. **Temporary Term Position**: Those persons hired for full-time or part-time (must be working at least 20 hours per week) employment in a position that has a predetermined end date greater than one year.