

## Guidelines for Rehiring JSD Retirees

Approved – January 24, 2011

1. Any candidate who has retired with the URS **is not** eligible for hire for 1 full year from the date of retirement.
2. Retirees will be placed no higher than salary step 9 on their appropriate lane.
3. All “Hourly Teaching Positions” must be advertised, interviewed, and have HR approval to hire.
4. When an “Hourly Teaching Position” becomes contractual during the school year it will be treated as a temporary position for the remainder of the current school year. A change of assignment form must be submitted to HR for approval along with the temporary Employment Agree.
5. JSD Retirees may not volunteer at their place of employment.
6. The employer can make no inference, written/verbal guarantee and/or agreement, with an employee that there will be any employment after retirement.
7. Recruitment for the position vacated by the retiree must commence as soon as possible after the employee’s retirement announcement and following JSD hiring procedures.
8. If any of the above requirements are not met, URS may cancel the member’s retirement allowance.