

PROVISIONAL APPOINTMENTS

Sec. 43. When no priority or eligible list exists for a classification, which has been requisitioned and should no priority or eligible lists exist for comparable or allied classifications suitable for alternate list certification, the Commission may, after review, certify the names of individuals it considers to be qualified for provisional appointment to the classification. All provisional appointments shall be temporary and shall be valid only until a priority or eligible list becomes available for certification for the classification and is forwarded to the user department. However, no provisional appointment shall be valid beyond a 150-day period unless approved by the Commission. For selectively certified vacancies, the Civil Service Commission may approve a provisional appointment after a department has interviewed candidates and determined that the candidates do not possess the selective certified skills needed to fill a vacancy.

Provisional appointments may be approved when there are insufficient eligible candidates on an existing eligible list as set forth in Section 27 of these rules.

Rev August 21, 2001