

TRANSFER FROM UNCLASSIFIED TO CLASSIFIED

Sec. 69. An unclassified employee may request a transfer from a position in the unclassified service to a position in the classified service in which he/she formerly held status subject to the consent of the appointing authority, the department heads involved, and the approval of the Commission. Time spent by an employee in the unclassified service shall not be included in seniority point calculations for classified promotional examinations. Further, when an employee who formerly held classified status returns to the classified service from the

unclassified service, he/she shall not receive credit for the time served in the unclassified service when calculating an order of layoff from the classified service.