

Personnel – Series 4000

4400 The Merit System

4440 Application and Examination

4442 Examination

4442.7 Promotional and Open Competitive Examinations

- A. Where an adequate field of promotional applicants does not exist or there is doubt as to its adequacy, the Director, Human Resources may advertise the examination among employees and the general public.
- B. Applicants shall be considered as a group in determining passing scores on the examination.
- C. As long as three ranks are available for work on the promotional list, all openings shall be filled from that list before utilizing the open list. Should no eligibles or only one or two eligibles be available on the promotional list, the Director, Human Resources may certify sufficient numbers of eligibles from the open list, in rank order of scores, to provide three ranks from both lists for each position to be filled.
- D. This rule shall not apply to classified management positions at or above the level of Business Manager, designated Senior Management Positions and Executive Secretary positions designated as exempt.

Reference:

Education Code Sections 35031, 45256.5, 45260-45261 and 45272-45273

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