



## DID YOU KNOW?

Alternative preferences include layoff and recall rights

## Who's Eligible:

### 4 Types of Employment Preferences

#### Veteran's Preference

Applicants who are a Veteran of any war that has served at least one day during that war time period as defined in subsection 1.01 (14) or who has been awarded a campaign or expeditionary medal are given Veteran's Preference. See additional information.

#### USPS Preference

Applicants who are currently in a University Support Personnel Support (USPS) role that have completed their probationary period and meet minimum requirements for the position they are applying are highly encouraged to be given preference in the selection process.

#### Layoff Rights

Employees who have been given notice of layoff but have not been terminated are to be given preference when they apply for appropriate (equivalent or lower) positions on the same geographic campus.

#### Recall Rights

Employees that have been terminated because of a layoff have the right to be offered employment for the same or similar positions for which they apply on the same geographic campus. The recall rights period commences after termination and extends for either one year (USPS and out-of-unit A&P employees), 18 months (employees covered by the Police Benevolent CBA) or two years (in-unit A&P and Faculty).

## What does it mean?

### Tips for Hiring Managers

#### Rule 1:

Ensure applicants selected for interview meet minimum qualifications and it is recommended to interview at least two internal (USPS) applicants and ALL applicants with Veteran's and Alternate Employment Preference as well as Recall rights.

#### Rule 2:

If several employees who apply meet these criteria, the order of selection should be made first based on those that have Recall rights. If more than one have Recall rights then the employee best suited for the position should be selected.

#### Rule 3:

Employees with Recall rights must be interviewed and hired if they meet minimum qualifications of the position (same geographic campus). If a unit does not select an employee with Alternate Employment Preference or Recall rights, such a decision must be countersigned and supported by the Layoff Committee.