

**REEMPLOYMENT OF FORMER ACADEMIC EMPLOYEE: MANAGER OR SUPERVISOR**

1. A former academic manager or supervisor who is rehired in the classification of his/her previous assignment in the District shall be retained at the same salary placement as previously held.
2. If a former academic manager or supervisor is rehired in a higher classification the employee shall advance to the step in the new salary range that provides at least a five percent (5%) salary increase over his/her previous scheduled salary. However, no employee may advance higher than the maximum step in the new salary range. If the former employee assumes a position in a lower classification than previously held, the salary placement would be on the appropriate salary range for the lower classification and then to that step that gets the employee closest to his/her former classification=s salary rate without receiving an increase in salary.
3. Re-employment does not restore accumulated sick leave to which he/she was entitled at the time of separation unless the employee=s separation was less than twelve (12) calendar months. If a retired employee is rehired, accumulated sick leave reported to the retirement system is not restored.
4. Previous District service, excluding the period of separation from employment, will be applied toward seniority rights, advanced vacation entitlement, longevity accrual, and retirement benefit eligibility, or any other benefits which may be based on length of service.
5. If under this procedure an employee is placed on the second salary step or higher, salary increments shall be granted every July 1<sup>st</sup> until the maximum step is reached.
6. A former permanent academic manager or supervisor who voluntarily resigns from a permanent academic position may be reinstated or reemployed by the Governing Board within thirty-nine (39) months after the last day of paid service without further competitive examination to a position in the formally held classification and in a lower classification in which the employee formally had permanent status.
7. If the Governing Board elects to reinstate or reemploy a person as a permanent employee, it shall disregard the break in service and restore the employee to all the rights, benefits, and burdens of a permanent employee to the classification to which the employee is reinstated or reemployed.
8. Upon return to duty, the employee will be required to undergo a medical examination, tuberculosis screening and fingerprinting.

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