



FREQUENTLY ASKED QUESTIONS ON PROVISIONAL STATUS

What is Provisional status?

Appointments made to a competitive class title when there is no appropriate eligible list for that title.

What is the difference between a step-up provisional employee and a pure provisional employee?

A step up provisional employee has permanent status in a lower title (that promotes to their provisional title). A pure provisional employee has no permanent status (or may have permanent status in a title that does not promote to their provisional title).

As a provisional employee what are my rights in the absence of a civil service list for my title?

A provisional employee with two years of service has contractual rights to due process.

As a provisional employee what are my rights when there is a civil service list for my title?

If the employee is a step-up provisional they would be returned to their permanent title. If the employee is a pure provisional they would be terminated.

Does a provisional employee have seniority rights with respect to termination?

There are no seniority rights for provisionals with respect to termination.

As a step-up provisional on leave from a lower permanent civil service title are you guaranteed the right to return to the permanent title?

Yes.

As a provisional employee what can I do to help ensure keeping my job?

Take and pass a civil service examination. A pure provisional should take any appropriate civil service examination to get permanent status (especially in a lower title that promotes to their provisional title).

Can a provisional employee supervise a permanent employee?

Yes