

AMENDED
POLICY NO. 77
BOARD OF COUNTY ROAD COMMISSIONERS
OF THE
COUNTY OF ST. CLAIR

SUBJECT: Establishing Interview Teams
AMENDED: September 20, 2022

Interview Teams will be established whose function it will be to interview prospective road commission employees. It is the goal of this policy to employ the right person for the right position. Accordingly, interview teams will be comprised of different individuals based upon areas of responsibility.

Category 1 - Road Maintenance, Mechanics, Support Personnel

Managing Director, Area foreman, Deputy Managing Director, and one member of work crew

Category 2 - Technical, Administrative and Clerical Personnel

Managing Director, Direct Supervisor or Department Head, Deputy Managing Director, and one member of work group

Category 3 - Department Heads

Commissioner, Managing Director, Deputy Managing Director, and one selected Department Head

Category 4- Managing Director

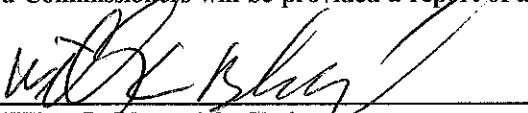
Commissioners

The Chairman of the Board of St. Clair County Road Commissioners or his/her designee may, if he/she so desires, act as an observer during the interview process for prospective Category 1 and Category 2 employees.


Category 3 shall have a rotating department head and commissioner so as to allow each the experience of being part of the interview process.

Upon selection of a recommended candidate or candidates and completion of labor law compliance review by the Deputy Managing Director, the Managing Director will be responsible to review the results of the interview process and approve the recommended selection.

The Board of St. Clair County Road Commissioners will be provided a report of all personnel terminations and hirings.



William L. Blumerich, Chairman



William Hazelton, Managing Director

Adopted: 05/17/99
Amended: 11/23/99
04/20/04
06/17/08