

## **SECTION 5.2**

### **NEW EMPLOYEE ORIENTATION PERIOD**

All regular new hires and rehires will serve an orientation period for a period of three months. During this orientation period, if the County determines in its sole discretion that a satisfactory performance level cannot be achieved through a reasonable amount of training and coaching, orientation period employees will be terminated from employment.

**Upon satisfactory completion of the orientation period, an orientation period employee will become a regular employee. All employees, regardless of classification, status or length of service, are expected to meet and maintain County standards for job performance and other conditions of employment. Nothing, herein, shall alter the at-will-status of any employee. Completion of the orientation period does not guarantee employment for any specific period of time.**

New employees are **not** entitled to use the employee grievance procedure set forth in this manual during this 90-day orientation period.

Service credit for vacation, sick leave and personal leave shall begin to accrue from date of employment but sick leave and personal leave cannot be utilized until the completion of this 90 day orientation period and vacation cannot be utilized until the completion of twelve months of employment.

Health and dental insurance under the present insurance plan is **not** effective until the 31<sup>st</sup> day of employment.