



WASHOE COUNTY DEPARTMENT OF HUMAN RESOURCES

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DATE: _____

TO: _____
Appointee

CC: _____
Department Head/Appointing Authority

FROM: John Berkich, Acting Director of Human Resources/Labor Relations

SUBJECT: Agreement on Conditions for Intermittent Hourly Positions

Intermittent hourly employees are exempt employees pursuant to Section 5.045 of the Washoe County Code. "Intermittent hourly employee" means a person who is not employed on a fixed schedule and works on an "on-call" basis.

Please be advised that upon appointment an Intermittent Hourly employee cannot work a regularly scheduled work schedule and must work less than 1039 hours in any fiscal year. Intermittent Hourly employees are "at will" employees and serve at the pleasure of the appointing authority. Please sign below to acknowledge these working conditions for the employee named above and return this acknowledgement form to the Human Resources Department.

Retired PERS (Public Employees' Retirement System) employees are responsible for contacting PERS to make sure that they do not go over the assigned PERS earnings limit for a fiscal year in order to retain retirement benefits. PERS phone number is 687-4200 to check yearly updates.

Signature of Appointee

Date

Signature of Department Head/Appointing Authority

Date

JB/ec

cc: HR Representative
Personnel File

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