

CORRECTIONAL SERGEANTS

SENIORITY ASSIGNMENT BID REQUEST FORM

EFFECTIVE: NOVEMBER 8, 2010

(PRINT)
 NAME _____ PPAS # _____ SENIORITY POINTS _____
 SENIORITY NUMBER _____ LAST 4 SSN# _____ SENIORITY DATE _____

PLEASE COMPLETE THIS FORM AND RETURN IT TO THE PERSONNEL ASSIGNMENT OFFICE NO LATER THAN 1600 HOURS ON OCTOBER 15, 2010
 PLEASE BE SURE TO **PRINT YOUR NAME AND ENTER YOUR CORRECT PPAS NUMBER.**
 BID FOR YOUR DESIRED POST BY PLACING A 1 FOR FIRST CHOICE, 2 SECOND CHOICE ETC. PLACE YOUR SELECTION NUMBER NEXT TO THE POST
 NUMBER IN THE BLANK BOX. **SIGN AND DATE ON BOTTOM.** PLEASE PRINT ALL CHOICES LEGIBLY, AND **DOUBLE CHECK** YOUR FORM TO
 ENSURE YOU HAVE PICKED THE CORRECT POSTS.

WE WILL NOT BE RESPONSIBLE, NOR WILL WE CHANGE ASSIGNMENTS DUE TO EMPLOYEE ERRORS OR ILLEGIBLE ENTRIES.

NOTE: CORRECTIONAL SERGEANTS ON PROBATION AND ONE YEAR LIMITED TERM SERGEANTS ARE EXCLUDED FROM THE
 CONTINUOUS/CONDITIONAL SENIORITY ASSIGNMENT BID PROCESS PER SECTION H (10). PLEASE **DO NOT** SUBMIT A BID FORM IF THIS APPLIES.

NOTE: SGT'S WILL HAVE 5 WORKING DAYS FROM THE DUE DATE OF THIS FORM TO RESCIND THIS BID SHEET. SGT'S WILL HAVE UNTIL 1600
 HOURS ON **OCTOBER 22, 2010** TO RESCIND THEIR BID SHEET. SGT'S WILL BE RESPONSIBLE TO REPORT TO THE PERSONNEL ASSIGNMENT OFFICE
 AND REQUEST TO RESCIND THEIR BID SHEET.

ENTER YOUR PICKS NEXT TO THE CORRESPONDING POST#. (1 BEING YOUR FIRST CHOICE, 2 BEING YOUR SECOND ETC.)

CONTINUOUS POSITIONS						
BID#	POST#	POST NAME	HOURS	RDO'S	A/P	RELIEF POST DESCRIPTION/COMMENTS
	135210	HCA M-SGT. INFIRMARY	22-06	TW		
	280560	SGT-RCE-DEL NORTE	06-14	SM		

A/P = ARMED POST

**NOTE: SICK LEAVE, COVERAGE RELIEF AND HOLIDAY RELIEF POSITIONS WILL BE ASSIGNED TO THE SAB.
 SGT'S WILL BE ASSIGNED BEHIND SICK CALL-INS, VACANCIES AND HOLIDAYS ON A DAILY BASIS.**

RETURN THIS FORM TO PERSONNEL ASSIGNMENT OFFICE BY 1600 HOURS ON OCTOBER 22, 2010

 SIGNATURE

 DATE