

# Public Memorandum

## Career Service Rule Revision 98D



**TO:** Interested Parties  
**FROM:** Career Service Board  
**DATE:** Friday, November 21, 2025  
**SUBJECT:** Revisions to Career Service Rule 5

**THE FOLLOWING REVISIONS TO CAREER SERVICE RULE 5 WERE APPROVED BY THE CAREER SERVICE BOARD ON THURSDAY, NOVEMBER 20, 2025.**

*Refer to [Public Hearing Notice No. 700](#) for proposed deletions and additions.*

### 5-34 Employment Probationary Status

Every person when first appointed or re-employed to a full time or part time, limited or unlimited Career Service position, that is not a trainee or intern position, shall hold employment probationary status for the probationary period established by this Rule 5.

An employment probationary period shall be regarded as an integral part of the examination process. It shall be utilized for closely observing the employee's work, assisting the employee to adjust to the duties and responsibilities of the position, and to separate or demote an employee as provided in this rule.

#### A. Duration of employment probation:

Except as provided below, the minimum period of employment probation shall be six (6) months.

1. The minimum period of employment probation for employees in Deputy Sheriff, County Court Marshal, County Court Marshal Chief, County Court Marshal Supervisor, Social Case Worker, Social Case Worker Bilingual, Social Case Worker Senior, Social Case Worker Senior Bilingual, Social Case Worker Lead, and Social Case Worker Lead Bilingual classifications shall be twelve (12) months.
2. The minimum period of employment probation for employees in the Airport Emergency Dispatcher, Airport Operations Representative, 911 Emergency Communication Technician, 911 Police Dispatcher, Probation Officer I, Probation Officer II, Probation Officer III, Child Support Technician I, and Eligibility Technician I classifications shall be nine (9) months.