

WEBER COUNTY SHERIFF'S OFFICE		POLICY AND PROCEDURES	
SUBJECT: Professional and Legal Requirements		CHAPTER/SECTION NO.: 24.1	
EFFECTIVE DATE: 10/7/03		REVIEW DATE:	
AMENDS/SUPERSEDES: See attached sheet		APPROVED: <u>** See Master File Sheriff</u>	
STANDARD NUMBER: 34.1.1			

24.1 Policy

- 24.1.1 Responsibility for promotion activities are shared between this Office and the Department of Human Resource. Promotions shall be made by the Sheriff.
- 24.1.2 Entrance into the promotional process is designed to favor qualified individuals who are the employees of the Office, providing for advancement from within, whenever possible.
- 24.1.3 The evaluation and selection of personnel for Office promotions will be conducted in a fair manner allowing candidates an equal opportunity to compete in the process.
 - A. The Sheriff's Office will determine the skills, knowledge, and abilities required of employees for promotion.
 - B. The Director of Human Resources will certify the candidates qualifications for the position as set forth in the specifications for the class of positions for which they are a candidate for and they may be required to qualify for the new position by suitable examination.