

**DEPARTMENT OF HUMAN RESOURCES  
NP-2 SENIORITY WAIVER**

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**TO BE COMPLETED BY THE DEPARTMENT**

Department:

Unit:

Phone:

Title of Position:

Name of Most Senior Applicant:

Name of Applicant You Wish to Hire:

Social Security Number:

**REASON FOR THE REQUEST (Explain below and attach applications of above named employees)**

Significant difference in "work record" as reflected in personnel file during last 18 months. (Attach documents)

Does not meet Minimum Requirements, Skills, Experience & Training

Has received less than good service rating in most recent evaluation.

Does not have permanent status in the next lower grade, however, this shall not disqualify an employee who is competing with a new hire for a position.

**JUSTIFICATION:**

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**Authorized Signature**

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**Date**

(Send to Department of Human Resources/Labor Relations Unit, Unit 5075, before submitting search. Call Jay Hickey or Jackie Soroka with any questions at 486-5684.)

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**TO BE COMPLETED BY LABOR RELATIONS**

Approved

Not Approved

JUSTIFICATION:

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**Authorized Signature**

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**Date**