

1A-1 EMPLOYMENT AT-WILL

All employment with Atascosa County shall be considered “at- will” employment. No contract of employment shall exist between any individual and Atascosa County for any duration, either specified or unspecified. No provision of this employee handbook shall be construed as modifying your employment at -will status.

Atascosa County shall have the right to terminate the employment of any employee for any legal reason, or no reason, at any time either with or without notice.

Atascosa County shall also have the right to change any condition, benefit, policy, or privilege of employment at any time, with or without notice. Employees of Atascosa County shall have the right to leave their employment with the County at any time, with or without notice.

All new, rehired, promoted, and transferring employees are placed on a 90-day probationary period. All employees, whether new or rehired, are subject to additional departmental probationary periods in conjunction with the County 90-day probationary period.

2A-18 DEMOTIONS

Demotions are the movement of an employee from one position to another with a decreased responsibility or complexity of job duties or to a lower salary.

Elected officials, appointed officials or department heads may choose to demote or re-assign any employees who are unable to meet performance requirements, for disciplinary reasons or for any other reason as deemed necessary by the official. Upon demotion, an employee's salary may be adjusted downward.

Any employee demoted will be placed on a 90-day probationary period. Any employee demoted is subject to additional departmental probationary periods in conjunction with the County 90-day probationary period.

2A-19 TRANSFERS

Transfers are the lateral movement of an employee from one position to another with the same responsibility or complexity of job duties with no change in salary.

Elected officials, appointed officials or department heads may transfer an employee in their department to a vacant position. All transfers must be handled in accordance with the budget adopted by the Commissioners' Court.

Any employee transferring to another department will be placed on a 90-day probationary period. Any employee transferring is subject to additional departmental probationary periods in conjunction with the County 90-day probationary period.

2A-20 PROMOTIONS

Promotions are the movement of an employee from one position to another with an increased responsibility or complexity of job duties, and to a higher salary.

Elected officials, appointed officials or department heads may promote an employee in their department to a vacant position. All promotions must be handled in accordance with the budget adopted by the Commissioners Court.

Any employee being promoted will be placed on a 90-day probationary period. Any employee that is promoted is subject to additional departmental probationary periods in conjunction with the County 90-day probationary period.