

DEPARTMENT OF HEALTH SERVICES
COUNTY OF LOS ANGELES



SUBJECT: RECRUITMENT

POLICY NO. 701

PURPOSE:: To provide consistent and equitable policy governing recruitment and employment of candidates.

POLICY:: When requesting an eligible list or an examination to recruit employees, a Personnel Office shall notify the Department of Personnel of vacancies in its respective facility. The requesting Personnel Office shall recruit and employ the best available candidates on the basis of merit. The appointing authority shall have a budgeted, vacant position in order to make the appointment.

AUTHORITY:: Los Angeles County Charter
Civil Service Commission Rules

EFFECTIVE DATE: Nov 24, 1975

SUPERCEDES:

APPROVED: Signature on File
