

4.0 TYPES OF EMPLOYMENT

4.1 CATEGORIES OF EMPLOYMENT

There are five categories of employment with the county:

Regular Full time – 40+ hours per workweek. Employee has full access to medical insurance benefits, supplemental insurance, basic term life/AD&D, retirement, vacation, sick and holidays. This includes employees of the County Sheriff's Department who are regularly assigned to work at least 80 hours in any two-week period, even if such employees do not work 40 hours or more in a particular week.

Regular Full Time – 32 hours per workweek. Employee has full access to medical insurance benefits, supplemental insurance, basic term life/AD&D, retirement, vacation (prorated at 6.5), sick (prorated at 6.5) and holiday (prorated at 6.5) and as defined by Commissioners Court.

Regular Full Time – 30 hours per workweek. Employee has full access to medical insurance benefits, supplemental insurance, basic term life/AD&D, and retirement as defined by Commissioners Court. Employee is not eligible for vacation, sick, holiday or other released time. However seasonal holidays may be approved and granted by Commissioners Court.

Regular Part Time – 29.75 hours per workweek or less. Employee is not eligible for medical insurance benefits, supplemental insurance, basic term life/AD&D. Eligible for retirement benefits. Vacation, sick and holiday are not offered. However, seasonal holidays may be approved and granted by Commissioners Court. *(30 hours per week as defined by Affordable Care Act. If an employee works 30 hours per week over a 52-hour work period. They are eligible for medical insurance. It is the responsibility of the Elected Official to track the hours worked and report the eligibility to Human Resources, County Treasurer and County Auditor by submitting a Personnel Action Form.)*

Temporary A Temporary employee is an employee hired to work for a specified, limited time period or is hired to complete a specified project or assignment. ***Time specified will be needed in writing from the Elected Official to Human Resources.*** Temporary employees are not eligible for any County benefits. Not eligible for retirement benefits.

Retiree Employees who retire from Austin County and start receiving benefits from TC DRS may be rehired and continue receiving their annuity as long as a) the original termination was "bona fide" under the IRS guidelines, and b) there was a separation from employment of at least three calendar months (or ninety days). In order to be a bona fide termination, there can be no prior agreement between the County and the retiree that he/she will be rehired after retiring, and the retiree may not be given preferential status when applying for a vacant position.

Contact Human Resources for additional information.