

JOB POSTINGS

I. **PURPOSE:** To define a policy for the posting of open positions within S.A.V.

II. **GENERAL:** All open supervisory or managerial positions below Deputy Commanders and above S.A.V. 10-100 and Car Commander positions will be posted and go through an application process.

III. The open position will be posted for ten (10) days on the bulletin board in the F.O.D. room. In addition, other posting locations may be used to post the open position.

IV. The Division Director will post the job description and preferred qualifications.

V. Applications from interested candidates will be reviewed by the Division Director and interviews will be completed as soon as practical. Selection will be done as soon as possible.

VI. The Deputy Commander of the Division concerned will give final approval of the appointment.

VII. If there are no applications, the Division Director or Deputy Commander may appoint an individual to fill the position.