

## **ARTICLE 13 JOB POSTING**

### **A. POSTING**

1. Whenever vacancies within the bargaining unit are to be filled, except as provided in §A.3., below, the University shall post such vacancies on the University's web-based job vacancy listing for at least seven (7) calendar days, and shall either post a notice for at least seven (7) calendar days, or circulate a notice to each nursing unit at the campus/Laboratory where vacancies occur. Such postings shall identify the classification, percentage of appointment, minimum qualifications, initial date of posting, closing date if applicable, work unit, shift, and bargaining unit of the opening.
2. If, after the seven (7) calendar days of initial posting, the University has not filled the position, the vacancy may be converted to an "open until filled" posting, which the University may fill at any time.
3. CN I vacancies may be posted as "open" vacancies and need not identify the unit or shift of the opening, and may be filled at any time.

### **B. FILLING VACANT POSITIONS**

1. A nurse may apply for posted vacancies before the closing date, or at any time during an "open" or "open until filled" posting.
2. Vacant positions will be filled in the following order:
  - a. By recall of a qualified indefinitely laid off non-probationary career employee in accordance with Article 23, Layoff and Reduction in Time;
  - b. By preferential rehire of a qualified indefinitely laid off non-probationary career employee in accordance with Article 23, Layoff and Reduction in Time;
  - c. By the most senior qualified internal applicant from the same UC location based on licensure, certifications, experience, skills and abilities, and review of performance evaluations, job references and discipline issued within the last 2 years.
  - d. By the most senior qualified internal applicant from a different UC location based on licensure, certifications, experience, skills and abilities, and review of performance evaluations, job references and discipline issued within the last 2 years.
  - e. By any other qualified applicant.

- C. When a current UC nurse is hired into a vacant position, the provisions of Article 2, Section C.2. and 3., MOVEMENT BETWEEN JOBS, shall apply.

**D.** The provisions of this Article shall be administered in accordance with Article 2 of this Agreement.