

**ARTICLE 45.5G--FILLING OF VACANCIES** (PERS)

**Section 1.** The Agency advocates to promote or transfer employees and will continue to inform employees of promotional or transfer opportunities by announcing such opportunities as they occur. When a vacancy is to be filled, the Agency shall ~~give~~ first consideration ~~to give preference~~ to qualified employees within the Agency. Employees shall apply through the open job announcements.

**Section 2. Transfers.** All positions which are to be filled through transfer shall be posted to the Agency's intranet. Employees who are interested in a lateral transfer shall apply through the open job announcements. Employees who meet the minimum and any special qualifications for the position shall be interviewed and considered ~~before any external candidates.~~ If two (2) or more ~~internal~~ employees meet the minimum and special qualifications for the position, the employee with the greatest length of service in the classification will be selected.

**Section 3. Promotions.** All positions which are to be filled promotionally shall be posted to the Agency's intranet. Employees who are interested in a promotion shall apply through the open job announcements. Employees who meet the minimum and any special qualifications for the position shall be interviewed and considered ~~before any external candidates.~~ If two (2) or more ~~internal~~ candidates for the final selection are equally qualified for the position, the candidate with the greatest length of service in the Agency shall be selected.

**Section 4.** ~~When internal candidates for the final selection are considered by the Agency to be equally qualified following the selection process (including, but not limited to, interviewing and reference checking), the candidate who has the greatest length of service with the Agency shall be offered the position.~~