

CLAY COUNTY POLICY LONGEVITY PAY

ELIGIBILITY

All regular full time employees shall be eligible for longevity pay for each full year of continuous service. A full year of service is defined as beginning October 1 of each year and ending September 30 of the following year. If the service for a year begins on the first working day after October 1 and/or ends on the first working day before September 30, it shall be considered as a full employment year.

Each year the Clay County Commissioners' Court shall determine:

1. If longevity pay is to be paid for prior years of service; and,
2. The amount to be paid for each year of prior service.

PAYMENT

Longevity pay will be paid annually and only at the time of payment of the November payroll. Payment shall be made to all eligible employees for the vested longevity pay regardless of the last date of employment.

PRIOR SERVICE

No employee is eligible for longevity pay for any period of previous employment with Clay County, regardless of the reason the prior employment terminated.