

Missouri Western State University

Seniority/Staff Position

Employment Policies

Approved: 06/24/2009

Generally, a department may lay off an employee when it is necessary because of a shortage of funds or work, a material change in duties or organization, or abolishment of one or more positions. Reduction in force will be accomplished in a systematic manner with preference for retention being given to employees having greater seniority. However, an employee's ability, training, and skill in performing the duties of a position can so be considered.