

CLASSIFICATION PLAN AND SELECTION PROCESS**1.1.6****F. SUBJECT AND METHODS OF EXAMINATION**

The Office of Human Resources, in consultation with the Department Head, will determine the manner, methods, applicant pool, and by whom examinations shall be given. All examinations and background checks will be job-related and consistent with a business necessity.

Examinations shall be competitive and may consist of written tests, oral tests, performance tests, evaluations of prior training and performance, experience and education, interviews, style assessments, file review, or any combination thereof.

All positions require a background check. In the case of employees handling money or other valuables in the course of their duties, a credit check may be done in accordance with the provisions of Government Code Section 3308.