

APPOINTMENTS**1.2.1****A. OFFERS OF APPOINTMENT**

The City Manager or his/her designee shall effect an appointment by extending a conditional offer of appointment to an applicant. If the applicant accepts the offer of appointment, the appointment shall be deemed completed, subject to a medical examination as set out in Rule III.B.

If the applicant does not accept the offer of appointment within the time period designated by the HR/Risk Management Director, the offer will expire and the offer of appointment shall be deemed to have been declined by applicant.