

HB-205	Employee Handbook			
	<p style="text-align: center;"><b>Cumberland Road Fire Department Inc.</b></p>		Approved By	
			Steven Parrish, Fire Chief	
	<p style="text-align: center;">Introductory Period</p>		Effective Date	Revised Date
7-21-1999			1-5-2015	

### Introductory Period

The introductory period is intended to give new employees the opportunity to demonstrate their ability to achieve a satisfactory level of performance and to determine whether the new position meets their expectations. Cumberland Road Fire Department uses this period to evaluate employee capabilities, work habits, and overall performance. Either the employee or Cumberland Road Fire Department may end the employment relationship at will at any time during or after the introductory period, with or without cause or advance notice.

All new and rehired employees work on an introductory basis for the first 180 calendar days after their date of hire. Any significant absence will automatically extend an introductory period by the length of the absence. If Cumberland Road Fire Department determines that the designated introductory period does not allow sufficient time to thoroughly evaluate the employee's performance, the introductory period may be extended for a specified period.

Upon satisfactory completion of the introductory period, employees enter the "regular" employment classification.