



North Carolina Department of Public Safety

Human Resources

Beverly Eaves Perdue, Governor
Reuben F. Young, Secretary

Bennie Aiken, Chief Deputy Secretary
Alvin G. Ragland, Director

March 15, 2012

ADMINISTRATIVE MEMORANDUM: 05-2012

TO: Department of Public Safety Managers and Supervisors
FROM: Alvin G. Ragland *Alvin*
RE: Internal Job Postings

State Personnel Policy defines an internal job posting as one where the vacancy will be filled from within the agency's workforce. Applicants from outside the agency would not be considered. With the consolidation creating the Department of Public Safety, the scope of internal job postings has expanded to include all of the previous agencies (Correction, Crime Control and Public Safety and Juvenile Justice and Delinquency Prevention). As a result, employees of the Department of Public Safety are now considered internal applicants for job postings for any of the previous agency positions.

The procedures for job postings have been revised to capture this change and will be reflected on the new E-recruit system that is being implemented in the Department of Public Safety. Therefore, so that internal postings are available to all employees in the Department of Public Safety, all positions must be posted under the external option and include one of the following statements in the opening of the posting:

****Internal Posting – Only DPS employees may apply****

****Internal Posting – Only current state employees may apply****

This is effective immediately so please forward and share this with all staff responsible for posting positions.

Please also note the impact this has on applicants with priority reemployment rights. Specifically, employees reduced in force from any of the three previous agencies will now have rights to positions with the Department of Public Safety.

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4203 Mail Service Center
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Should there be any questions, please contact Ms. Terry Penny, Ms. Tammy Penny or Ms. Margaret Murga in the DPS Human Resources Management Office. Thank you for your attention in this matter.

AGR:MKS

cc: Secretary, Reuben F. Young
Chief Operating Officer, Mikael R. Gross
Chief Deputy Secretary, Adult Correction, Jennie Lancaster
Chief Deputy Secretary, Law Enforcement, Gerald A. Rudisill
Chief Deputy Secretary, Juvenile Justice, Linda W. Hayes
Chief Deputy Secretary, Administration, Bennie Aiken