

HAMMOND PUBLIC LIBRARY
Hammond, Indiana

BP-4130 FORMAL EDUCATION REQUIREMENTS

Employees hired in positions which require a stipulated education or certification shall take the required classes or undergo the necessary examinations to meet the position requirements. The Library will not pay for the courses or give time off but will adjust the schedule to allow attendance at classes.

At the end of three years if the courses have not been completed the employee would be terminated. The Library will consider extenuating circumstances affecting completion of the classes.