

MEMORANDUM OF UNDERSTANDING

Terms of Temporary Employment

“Temporary employees serve under appointments limited to 1 year or less and are subject to termination at any time without use of adverse action or reduction-in-force procedures. A temporary appointment does not confer eligibility to be promoted or reassigned to other positions, or the ability to be noncompetitively converted to a career-conditional appointment.”

(Employee signature)

(HR Signature)

(Temporary Employee)

(HR Assistant)

(Date)

(Date)