

COUNTY BOUNTY AWARD GUIDELINES

PART-TIME NON-ELIGIBLE REFERRALS

1. The recruiter must be a County employee on the date that the referred applicant applies for the part-time non-eligible position designated for County Bounty AND the new hire successfully completes the required hours of work per #5 below. **The applicant must identify the recruiter as the referring employee on the on-line application in the Referral Information section of the application.**
2. Elected and appointed officials, employees of the Human Resources Department, members of the selection process at any level for a given PTNE job posting are not eligible for payment of a County Bounty referral award directly or indirectly.
3. The referral award is not considered wages, however, it will be subject to appropriate taxes in accordance with applicable regulations.
4. Applicants cannot have been previously employed by Oakland County in any capacity.
5. **Payment will be made to the recruiter if the applicant is hired in the classification designated for a County Bounty AND after the applicant has completed 200 hours of work within one year or one season after the date of hire.**
6. Declaration and expiration of the County Bounty will be made by the Human Resources Department Workforce Management Division Manager. Applications must be received by the Human Resources Department during the Bounty period for the designated classification in order for the recruiter to be eligible to receive payment of the award.
7. The Bounty will remain in effect until determined to be no longer necessary by the Human Resources Department Workforce Management Division Manager. Therefore, recruiters should respond promptly and may check with the Human Resources Department to determine if a Bounty continues to be offered for the designated classification.
8. The County Bounty award program will be administered by the Workforce Management Division of the Human Resources Department. Conflicts will be resolved by the Workforce Management Division Manager. While every effort will be made to reward the recruiter based on the County Bounty guidelines and the purpose and intent of the incentive, there are no appeal rights following the decision of the Human Resources Workforce Management Division Manager.