

EDGECOMBE COUNTY PERSONNEL POLICY ACKNOWLEDGMENT

This Edgecombe County Personnel Policy is intended as a general guide to the rules, policies, and procedures of Edgecombe County. Please read the policy, as it will acquaint you with Edgecombe County and answer many of your questions. This policy is also accessible to all employees on the county's website: www.edgecombecountync.gov and can be downloaded and printed.

This policy does not contain all the information you will need as an employee. We will provide any additional information orally and/or in writing. We reserve the right to make changes to the employee policy without prior notice.

This policy is not to be considered a contract of employment.

EMPLOYEE STATEMENT

I acknowledge receipt of Edgecombe County's personnel policy. I understand that it is up to me to read the policy and to familiarize myself with its contents and govern myself accordingly.

Signature

Date