

MURPHY LIBRARY OVERTIME POLICY

Murphy Library does not allow overtime as stated in the orientation presentation.

The policy states:

First infraction: Your hours will be cut back the equivalent number of overtime hours at a time determined by the supervisor. Your hours may also be permanently cut at your supervisor's discretion. If the infraction is excessive as determined by the Administrative Office, you may be immediately terminated.

Second infraction: Same as above and a written warning issued.

Third infraction: Termination