# Yolo County Probation Department

Policy Manual

## **Recruitment and Selection**

### 700.1 PURPOSE AND SCOPE

It is the policy of the Yolo County Probation Department to provide equal opportunities for all job applicants and employees regardless of age, race, color, creed, religion, sex, sexual orientation, gender, gender identity, gender expression, national origin, ancestry, marital status, veteran status, genetic information, or disability. It is also this Department's policy not to show partiality or to grant special favors to any applicant, employee or group of employees. The rules governing employment practices for this Department are maintained by the Yolo County Department of Human Resources.

#### 700.2 APPLICANT QUALIFICATIONS

Candidates for job openings will be selected based on merit, ability, competence and experience.

All peace officer candidates must meet the minimum standards described in California Government Code section 1031 in addition to the employment standards established by this Department.

#### 700.3 STANDARDS

Employment standards shall be established for each job classification and shall include minimally, the special training, abilities, knowledge and skills required to perform the duties of the job in a satisfactory manner. The Yolo County Department of Human Resources maintains standards for all positions.