**Section 620.210 Types of Status**

The following types of appointments may be made by the Director:

a) Exempt:

1) For persons in positions not subject to the Code. If an exempt employee's position becomes subject to the Code by reason of extension of the Code, pursuant to Section 7(c) of the Code, the employee shall establish eligibility for the position by satisfactorily passing a qualifying examination prescribed by the Director within six (6) months after the extension of the Code to the position.

2) In all other cases, if an exempt employee's position becomes subject to the Code, the employee shall establish eligibility for the position within six (6) months by successfully competing in the open competitive examination and receiving a probationary appointment according to applicable rules.

b) Emergency: For persons selected to meet emergency situations. Emergency appointments shall not exceed ninety (90) days, shall not be renewed, and may be made without regard to an eligible list. Notices of selections and terminations shall be reported to the Director.

c) Temporary: For persons in positions to perform temporary or seasonal work. No position shall be filed by temporary appointment for more than six (6) months out of any twelve (12) month period.

d) Provisional: For persons in positions for which there are fewer than three available eligibles on the open competitive eligible list. No positions shall be filled by provisional appointment for more than six (6) months out of any twelve (12) month period. If a provisional employee's position is allocated to a class for which there are available eligibles, eligibility for such position shall be established within ninety (90) days through successfully competing in the open competitive examination and receiving a probationary appointment according to the applicable rules therein.

e) Probationary: For persons appointed from an eligible list or those receiving a promotion or being reinstated. If a probationary employee's position is declared exempt from the Code, the balance of the probationary period shall be served after which certified status shall be attained.

f) Certified: For persons having successfully completed the required probationary period. If a certified employee's position is declared exempt from the Code, certified status shall be retained in that position.

g) Trainee: For persons in positions pursuant to established trainee and apprenticeship programs.