

	CITY OF DECATUR PERSONNEL POLICY		
Chapter 03	Compensation		
Section 10	Promotions		
Revised By:	Nate Mara, City Manager	Revised Date:	October 27, 2025
Approved By:	Nate Mara, City Manager	Effective Date:	January 1, 2026

03.10 Promotions

- A. Open positions will be filled with City employees currently on the payroll when possible. This shall not prohibit the City Manager or other supervisory personnel from filling positions with persons not employed by the City.

- B. Promotions shall be made upon the recommendation of the Department Directors with the approval of the City Manager.

- C. Promotions shall be based on qualifications, proven performance, merit, and the ability to perform the duties and responsibilities of the position.

- D. All promotions are subject to a 90-day probationary period. Should a promoted employee not successfully complete the probationary period, the employee is eligible to return to the previous position held, if available. If no position is available for which the employee is qualified, the employee will be terminated.