



**Senior Vice President for  
Administration and Finance**

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Administration and Finance  
Rehiring Retired Employees  
Memorandum 101

For a variety of reasons the University of Cincinnati has occasionally permitted the rehiring of retired university employees. In many cases, this past practice has benefited both the university and the employee. For example, within Administration and Finance we are fortunate to count a number of rehired retirees among our most productive and valued current employees. That said, the rehiring of retired employees can discourage the development of bench strength and deprive qualified employees of advancement opportunities.

Retirement is a separation from the university, and employees who choose that option, generally should not be rehired. Rather than rehiring retired employees, the organizational unit should utilize talent management and succession planning strategies to prepare for the departure of more senior employees. Current employees should be afforded the training and development necessary to prepare them to move into positions left vacant by retirements.

Therefore, effective April 2, 2007, employees who retire from the university shall not be rehired into a position in Administration and Finance without the written approval of the Senior Vice President and only in extraordinary circumstances.

Exceptions to this policy will be considered only under the following criteria:

1. The retiree has received a disability reinstatement as provided by law, or
2. The retiree has particular expertise necessary to continue the work of the department or the retiree needs to train his/her successor, and
3. The retiree is rehired through a temporary employment agency for a defined period of time not to exceed ninety (90) days.

If you have questions about this policy, please contact Peg Allensworth, Senior Associate Vice President, at 556-0218.

A handwritten signature in black ink, appearing to read 'Monica Rimai', written over a horizontal line.

Monica Rimai  
Senior Vice President for Administration and Finance