



## **EMPLOYEE PREFERENCE FOR VETERANS POLICY**

It shall be the policy of Winston-Salem State University that veterans shall be granted preference in employment. Persons eligible for veteran's preference shall have served in the Armed Forces of the United States on active duty, for reasons other than training, during periods of war, and shall have been discharged under other than dishonorable conditions. This particularly includes disabled veterans. Also eligible are spouses of disabled veterans, and the surviving spouse or dependent of veterans who died on active duty during periods of war either directly or indirectly as the result of such service.

Periods of war shall include World War 11 (12-7-41 - 12-31-46), the Korean Conflict (6-27-50 - 1-31-55), the period of time between January 31, 1955 and the end of the hostilities in Vietnam (5-7-75). In addition, any other campaign, expedition, or engagement for which a campaign badge or medal is authorized by the United States Department of Defense.

In order to claim veteran's preference, all eligible persons must complete and sign a State Application for Employment (Form PD-107), and submit it to Human Resources for review and verification of eligibility. Eligible veterans must meet the minimum education and experience requirements for the position applied for, and must be capable of performing the duties assigned to the position. In evaluating the qualifications of veterans against minimum education and experience requirements, credit shall be given on a year for year, and month for month basis, for all military experience which bears a reasonable functional relationship to the knowledge, skills, and abilities required in the position applied for.

Any claim that preference has not been accorded to an eligible veteran must be filed either with the Office of State Personnel or the Office of Administrative Hearings. The claim must be filed in a manner consistent with the requirements of G. S. 150B-23 and G. S. 126-38. Such cases shall be heard as contested cases pursuant to G. S. 150-2(2) and G.S. 150B, Article 3. The State Personnel Commission may, upon a finding that veteran's preference was denied in violation of these rules, order the hiring or reinstatement of any affected person, as well as any other remedy necessary to correct the violation.

After applying the preference, the qualified veteran shall be hired when his/her overall qualifications are substantially equal to one or more non-veterans in the applicant pool. Substantially equal qualifications occur when the employer cannot make a reasonable determination that the qualifications held by one or more persons are significantly better suited for the position than the qualifications held by another person. In the event that

the applicant group includes both a qualified non-state employee veteran, and a qualified current state employee with career status as defined by G.S. 126-1A, who is seeking a promotional opportunity, the current state employee shall be offered the position. This is only if the appointing authority determines that the qualifications of the veteran and the current state employee are substantially equal.