

CAREER DEVELOPMENT PLAN
FOR DEPUTY COMMISSIONERS OF THE REVENUE

Commissioner of the Revenue

Locality

The Career Development Plan for Deputy Commissioners of the Revenue currently in effect for this office incorporates the following criteria:

- Participation in an employee evaluation plan meeting the minimum criteria established by the Compensation Board;
- Competitive selection process in which the COR makes the final decision regarding selection;
- Minimum length of service requirement of three years as an employee in the office in which appointment is sought;
- Job performance including two consecutive annual evaluations that meet above average ratings;
- No written reprimands within the past two years;
- Achievement of Master Deputy COR designation by the Weldon Cooper Center for Public Service, University of Virginia, and continuing educational requirements have been established to maintain Career Deputy status;
- A letter of recommendation is on file from the MDCR's immediate supervisor if that person is someone other than the COR.
- A procedure for the removal of deputies from the CDP for inadequate job performance, disciplinary action, or failure to maintain minimum additional educational requirements;
- Equal opportunity for all deputies;
- Statement of Purpose;
- Scope of the Plan;
- Understanding of employment status as a DCR;
- Positions eligible for participation in the plan; and
- Additional Compensation.

This is to certify that the career development plan in this office meets the minimum criteria for such plans as established by the Compensation Board.

I have provided a copy of this certification to my County Administrator/City Manager.

Signature of Commissioner of the Revenue

Date