



New Employee Orientation for Merit System Employees

WHAT is New Employee Orientation?

New Employee Orientation is an opportunity for new Merit System employees and other current employees to learn about the Merit System's structure, rules, and benefits.

Personnel Department staff present information and answer questions for attendees from all of the 22 agencies in the system.

WHEN is New Employee Orientation?

New Merit System employees are invited to this training about two months after beginning their jurisdictional appointment. Department heads are sent response forms for these designated employees about three weeks prior to the upcoming session.

New Employee Orientation is held either on a Wednesday or a Friday from 8:30 – 11:00 a.m. in January, March, May, July, September and November. Specific dates are published in our Classroom Training Schedule at https://www.personnelboard.org/Training%20Website/Training_Forms.html

WHERE is New Employee Orientation?

All sessions are held at: Mobile County Personnel Board
1809 Government Street
Mobile, AL 36606

For questions or more information, please contact the MCPB Training Department at (251) 445-4574 or at training@personnelboard.org .