



Form to Request Exception during the Posting Restriction Period

Date submitted:

Portfolio:

Hiring Manager:

Portfolio Director:

Can this posting be delayed until October 30 or later?

Yes

No

If yes, you do not need to complete this form, please submit through the posting platform for your area and it will be posted once AIMS goes live.

Please confirm the following criteria to qualify for exception during the posting restriction period (please note all three criteria must be met to be eligible and considered):

Patient/client facing

Position is necessary to keep services/facilities open

Provide explanation:

Position is in-scope (no OOS positions eligible for consideration)

Classification:

Job code:

Union:

Position #:

Perm:

Temp:

Full Time

Part Time

Casual

Date of vacancy:

Department name/number and location of position:

Additional comments for the Position Authorization Committee (PAC) to consider:

Hiring Manager:

Signature:

Director:

Signature:

Executive Director:

Signature:

: