

HORRY-GEORGETOWN TECHNICAL COLLEGE

POLICY

Number: 3.1.12
Title: Employment Outside Horry-Georgetown Technical College
Authority: Title 59, Chapter 53, Sections 810-860 of the
1976 Code of Laws of South Carolina, as Amended
Responsibility: Vice President, Human Resources and Employee Relations

Original Approval Date: 04-13-2001
Last Cabinet Review: 09-21-2016
Last Revision: 09-21-2016

Chairperson

DISCLAIMER

PURSUANT TO SECTION 41-1-110 OF THE CODE OF LAWS OF SC, AS AMENDED, THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY.

Full-time employment at Horry-Georgetown Technical College shall be considered as the employee's primary employment. It shall be the responsibility of the employee to advise his/her supervisor and Human Resource Services of any and all employment outside of Horry-Georgetown Technical College prior to the acceptance of the outside employment.

The College President reserves the right to withdraw approval for any secondary employment if the efficiency, effectiveness, or productivity of the employee deteriorates or is determined to be a conflict of interest.

Acceptance of secondary employment without proper prior approval will be grounds for disciplinary action, up to and including termination of employment. It is the responsibility of the employee to notify her/her immediate supervisor and Human Resources of his/her intent to accept any secondary employment.