

# COUNTY OF HYDE

## HUMAN RESOURCES DEPARTMENT

30 Oyster Creek Road

P.O. Box 188

Swan Quarter, NC 27885



## PERSONNEL POLICY

### Employee Certification of Receipt and Understanding

I acknowledge that I am aware that the County of Hyde Personnel Policy is available to me via a hard copy located in my department and also on the County website ([www.HydeCountyNC.gov/departments/human\\_resources.php](http://www.HydeCountyNC.gov/departments/human_resources.php)).

I certify that I have knowledge of the Personnel Policy of the County of Hyde, understand how to locate it, and that I am responsible to review it. I certify that I have read, or have had the Personnel Policy read to me, and understand the content and my responsibilities as an employee of the County of Hyde.

I understand that the information, policies and benefits described in the Personnel Policy are subject to change by the County of Hyde in its sole discretion at any time. I understand that copies of any amendments will be provided for me as soon as reasonably possible after adoption of said amendment(s). I agree to comply with the requirements of the Policy, as it may be amended from time to time.

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_