Sample Request to Rehire Faculty Retiree

MEMORANDUM

TO: Pam Benoit, PhD

Provost and Sr. Vice President for Academic Affairs

FROM: Keith A. Jones, M.D. Alfred Habeeb Professor and Chair

DATE: June 25, \_\_\_\_\_\_\_\_\_\_\_

SUBJECT: Permission to Rehire Retiree Dr. John Doe

Permission is requested to rehire UAB retiree John Doe as a Professor in the Department of Anesthesiology, effective July 1, \_\_\_\_\_ as an (04) Irregular faculty at .5 FTE. He retired from UAB effective May 31, \_\_\_\_\_\_. The retiree is being hired to work on current approved research protocols.

Statement of Work to Be Performed

Dr. Doe will perform and supervise whole-animal studies related to early-in-life bladder manipulations. He will perform data analysis and generate reports related to these studies. He will assure adequate progress associated with specific aims of funded projects.

Statement of Circumstances Justifying the employment

Dr. Doe has formally retired from his appointment as a Professor in the UAB Department of Biology in order to participate more fully in research activities. This rehire will allow him to continue working on several grants within the department of Anesthesiology; projects that he was working on at the time of his retirement.

Compensation/ Number of Hours to be Worked

Dr. Doe will be compensated at a rate of $\_\_\_\_\_ per month; which will not exceed the current earning limits set by TRS. The number of hours to be worked by the retiree per month will not exceed\_\_\_\_ hours.

Additionally, the faculty retiree has been counselled concerning the potential loss of retirement benefits if the total amount earned exceeds applicable maximums.

Approvals:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Chair) (Date)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Dean) (Date)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Provost) (Date)