



Department of Transformation and Shared Services
Office of Personnel Management

Policy Title: Hiring a Retiree

Policy Number: 65

Authority: Ark. Code Ann. § 21-5-207

Revised: December 4, 2019

The State of Arkansas wants to provide an opportunity for, and encourage, the citizens of Arkansas who have not previously retired from state government to seek state employment. State agencies are encouraged to expand their recruitment efforts to the taxpayers who have not previously worked for and retired from state government. **A state agency cannot extend an offer of employment to a candidate who previously retired from the State of Arkansas (“retiree”) unless the agency has received approval from the Office of Personnel Management (OPM).** The Division Director with Department Secretary approval must provide OPM the written justification for wanting to hire a retiree including, but not limited to, the following:

1. The list of qualified candidates including their qualifications;
2. The specialized knowledge or skills required for the position; and
3. The reason no other candidate can be trained to perform the job functions.

This policy does not apply to retirees seeking state employment in an extra help position or to candidates who retired from city employment.