

Hours of Work

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1 - Business Practice Name

Hours of Work

2 - Scope

This applies to all non-union HRM employees.

3 - Procedures

The core business hours for Halifax Regional Municipality are from 8:30 a.m. to 4:30 p.m. This means that the public can expect offices to be open for business during these times and that service is provided during these hours. Different parts of the operations may have longer hours in order to provide a necessary level of service to the public.

Accordingly, the standard work week for non-union staff is 35 hours per week; however many HRM employees have standard hours which vary from this based on the operational requirements of the applicable business unit.

4 - Contact

HR Business Partners