



ELECTRIC WATER SEWER STORMWATER

3 Industrial Loop Drive | PO Box 1589 | Hannibal, MO 63401 | (573)-221-8050

www.HANNIBALBPW.org



ACKNOWLEDGMENT

These Policies are intended as a guide for employment, benefits, and general information to assist you, the employee, during your employment with the Hannibal Board of Public Works (HBPW). None of the guidelines in the manual constitute a contract. The HBPW may change, delete, modify, or add to any policies, benefits, or practices described in the manual at any time, at its sole discretion with or without prior notice.

I acknowledge that I have received a copy of the HBPW Employee Policy Manual. I understand that it is my responsibility to become familiar with all the information contained in this manual and to adhere to its policies. I may ask my supervisor, or HR Director to clarify any information in this manual that I do not understand.

Employee Signature

Date

Please sign and return to the Human Resources Department. This and the following documents do not constitute a contract. The HBPW is an at will Employer.