

# 2009 New Employee Orientation Dates

**\*\*All orientations are held on Tuesdays, unless otherwise noted. \*\***

Month	Dates
January	7 (Wed), 20
February	4(Wed), 17
March	4(Wed), 17, 31
April	14,28
May	12,26
June	9,23
July	8(Wed),21
August	5(Wed),18
September	2(Wed), 15,29
October	13,27
November	10,24
December	8,22

New employees need to report to Human Resources suite 360 City County Building by **8:15 a.m.** for orientation.

Please RSVP with any employee planning to attend an orientation session by 4:30 p.m. on the Friday prior to orientation. RSVP by emailing [benefits@knoxcounty.org](mailto:benefits@knoxcounty.org) or calling 215-2321. It is very important that we know how many employees will be in attendance to ensure we have enough materials for all.