

Hiring Post Retirees

Anyone who retires under the Commonwealth's State Retirement System* can be re-hired by the University or a public agency, city, town or county of the Commonwealth whose retirement system is governed by M.G.L. Chapter 32. However, there are restrictions on the number of hours a Post Retiree can work and the total amount he or she can earn.

Restrictions

- a post-retiree cannot work more than 960 hours during a single calendar year (January through December).
- a post-retiree's state retirement pension plus post-retirement earnings cannot exceed the salary he or she was earning before retiring.
- additional restrictions may apply to those who took a disability retirement allowance.

Individuals who have retired from service with the Commonwealth can only be rehired as non-benefited Post Retirees. Their appointments are contingent upon administrative approvals from designated campus officials and must be made with full understanding by the Post Retiree and the hiring department of the restrictions listed above.

Responsibility for Tracking Post Retiree Hours and Earnings

Post Retirees are responsible for keeping track of the total number of hours they are working in a calendar year and their total year-to-date earnings. If a Post Retiree is concerned about exceeding the 960 hour limit and/or the maximum amount of post-retirement earnings, he or she should contact the State Board of Retirement at 1-800-392-6014 or 1-617-367-7770 ☎ to discuss their options.

Paperwork Completed by the Department

To place a Post Retiree on the University payroll, the hiring department must complete the following forms:

- Personnel Requisition Form
- Personnel Action Form (Action/Action Reason = REH/PST)
- Offer & Acceptance Form (applies to faculty & professional staff only)

Appointing a Post Retiree to a Classified Position

Any Post Retiree who will be rehired into a classified position, must go to the Employment Office, Room 167, Whitmore Administration Building and fill out an *Employment Application* and *Applicant Skills Inventory*.

* For information about hiring employees who retired under the Optional Retirement Program (ORP) call Human Resources, 545-0380.

Paperwork Requirements for Post Retirees

No Break in Service	If there's no lapse between the date a person retired from state service and the start date of post-retirement employment, the individual doesn't need to fill out any personnel/payroll forms unless he or she wants to change: tax withholdings, their direct deposit account and/or personal data (home address, emergency contact, etc.) on file with Human Resources.
Break in Service of 30 Days or More	If there is a break of 30 days or more between the date an individual retired from state service and the start date of post-retirement employment, he or she must fill out: <ul style="list-style-type: none">• Personnel Data Sheet• Tax Withholding Forms (M-4, W-4)• Direct Deposit Form
Break in Service of 1 year or More	If there is a break of one (1) year or more between the date an employee retired from state service and the start date of post-retirement employment, he or she must fill out/meet requirements for: <ul style="list-style-type: none">• Personnel Data Sheet• Tax Withholding Forms (M-4, W-4)• Direct Deposit Form• I-9 Form• Tuberculin (TB) Test (required for designated positions only)

Questions?

Questions concerning the hiring and employment of Post Retirees for UMASS Amherst positions should be directed to the HR Administration section of Human Resources by calling, 545-6106. 📞