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| <p>For questions on Recruitments*: hovlandsc.recruitment@oregonstate.edu</p> <p>Recruitment includes all activities related to creating a posting for job recruitment, assisting the search committee, veteran candidate review, offer letter creation and collection/completion of new hire paperwork.</p> <p>Note: see below for the first recruitment step of creating or updating the position description.</p> | <p>For questions on Employee Lifecycle*: hovlandsc.lifecycle@oregonstate.edu</p> <p>Lifecycle includes all activities that an employee has after hire, such as FTE changes, salary changes, sabbatical, appointment of postdoc scholars and fellows and appointment of graduate assistants.</p> |
| <p>Position Descriptions or Compensation: position.descriptions@oregonstate.edu</p> <p>Position descriptions or compensation are managed by Classification and Compensation Consultants and includes creating or updating position descriptions (a template is available to make the request). This function also includes requests to review position classifications, review of salary offers for new hires, and requests for off-cycle salary changes.</p> | <p>Strategic Partner: Curtis Flynn curtis.flynn@oregonstate.edu 541-737-2043</p> <p>Personal HR Consultant for all employees, especially unit leaders.</p> <p>Specializes in advising on:</p> <ul style="list-style-type: none"> - Employee performance considerations - Organizational development - Position development - General HR strategies |

* Send all undergraduate student recruitment/lifecycle items to:
student.employment@oregonstate.edu

Send staff fee forms to: stafffeeforms@oregonstate.edu