

# ✕ Edit Approval To Fill

HR Verified





Job Title, WRS Eligible, ACA Review

Save

Print

UnLock

Scroll down to next page

	Eberle, Tamila
	00373299
* Department Name	HRS SERVICE CENTER (Y601000) 
Submitter	Bayer, Amy
Date Form Completed	10/1/2018
* Previous Employee Name <input checked="" type="checkbox"/> Regular Staff	<del>Hutchinson, Michael</del> 
	<b>If new position, please attach justification.</b>
Previous Employee's Position	02101314
Previous Employee's FTE%	100%
Previous Employee's Type of Employment	Univ Staff Project - Ft Finite
Previous Employee's Salary	Hourly: <del>          </del>
Previous Employee's Title	Pay & Ben Specialist Advanced (21312)
Previous Funding Source(s)	<del>          </del>
* Requested Type of Employment	Academic Staff 
* Requested FTE%	100%
* Requested Job Title <input checked="" type="checkbox"/> Dept	Sr Is Specialist (S45BN) 
* Requested Working Title	Business Process Specialist
* Requested Salary Range	<del>          </del>
	Annual: \$48,333 - \$75,428 (WA1A505) Annual: \$48,333 - \$75,428 (YA1A505)

If over max, please attach justification.

\* Requested Funding Source(s)



Dept

Funding format: Business Unit – Fund – Department – Program Code – Project ID – i.e., W 150 451000 1 PRJ 1234

Requested Funding Source Split

\* HR Representative

Manning, Wanda



VP Approver

Cramer, Robert

Comments

Position Description is Attached.

Attachments

i.e.  
New Position Justification,  
Position Description,  
Over Salary Range Justification



HRS Business Process Specialist PD.docx



Attach file

## Approval To Fill Approvals

Supervisor Approval

Approved

Supervisor Approver Name

Eberle, Tamila

Supervisor Approval Date

10/10/2018 3:45 PM

Supervisor Approval Comment

HR Approval

Approved

HR Approver Name

Manning, Wanda

HR Approval Date

10/10/2018 3:53 PM

HR Approval Comment

VP Approval

Approved

VP Approver Name

Cramer, Robert

VP Approval Date

10/31/2018 10:10 PM

VP Approval Comment

## Approval to Hire

Full Name

Email

Employee ID

Job Title

Dept

Is Specialist (S45DN)

Working Title

Business Process Specialist

Job Offer Date

12/26/2018

Start Date

1/22/2019

End Date

12/31/2001

(Student, University Staff Project,

Academic Staff Fixed Term Terminal, Temporary)

Type of Hire

New/Original

Rehired Annuitant

- Yes
- No

Salary

[Redacted]

Annual: \$50,000 - \$60,000

Funding Source(s)

Dept

Y-136-601000-1

Funding format: Business Unit – Fund – Department – Program Code – Project ID – i.e., W 150 451000 1 PRJ 1234

FundSourceSplit

[Redacted]

Time and Labor Approver

Tami Eberle

Time and Labor Approver Backup

Mike Gollmar

Work Address

660 West Washington Ave Suite 201

Work Room #

[Redacted]

Work Phone Number

[Redacted]

Attachments

 HRS Business Process Specialist PD.docx

Approval To Hire Approvals

Fin Admin Approval

Approved

Fin Admin Approver Name

Fosshage, Donna

Fin Admin Approve Date

1/2/2019 9:41 AM

Fin Admin Approve Comment

HR Lock Approval

Approved

HR Lock Approver Name

Manning, Wanda

HR Lock Approve Date

1/2/2019 11:46 AM

HR Lock Approve Comment

Modified title to IS Specialist (S45DN) & added time approvers.