Nonexempt Workflow

Nonexempt: Create New Position/Modify Existing/Request Search Waiver – (Begin Action from Position Management module under Positions and selecting Nonexempt. Search Waiver requests must route through Equity Administrator)

Create Nonexempt Posting – (Once the Position has been approved and you wish to post - Begin Posting under Applicant Tracking and selecting Nonexempt, Create New Posting, from Position)

Hiring Proposal – Nonexempt
Both Creator and Hiring Official have the ability to Begin Hiring Proposal

Designating Posting as Filled
Only Creator can designate posting as filled

Last updated: 02/24/2014