

Hiring Document for FTE Positions

											Semi-Amt \$								
										Override \$									
Action:														Total \$					
HSC ID:			Namo	(Last [nplete	a by	рера	rtm	ent								
USC ID: Name: (Last,								Eff. Date: Position No.:											
Position Class: Slot:					Band:				Eff. Date:					1					
Job Title(s):									Base Salary:					Supplement:					
Total Com	New Po	New Position/Replacement: (N/I					<u> </u>												
Part/Full:	(P/F)	Perm/T	emp: (P/T)		Basi	is:					Но	ours/Week:	:		Hour	rs/A	ppt.:		
Dept. Name:									Campus Phone:				ne:		Ext:				
EE Primar	E Primary Email: Job Location/Building: Room No.: Supervisor Class/Slot:											om No.:							
Supervisor Name:									Supervisor Class,						Slot:				
Appointment Dates Begin: Date Received Tenure:					:	Date Started			Tenure Track:										
Date Received Tenure:					Check			Timecard Dist.:				Adept No.:			No.:				
Department Acco													Payroll Use Only						
Dept.	Fund	Obj. Class	S Ana	alytica		FV	FSO	С	Pe	rcer	nt	Amount							
			To Be	To Be Completed by Division of Human Resources/Payroll															
SOC: Title 1: Ti				Title	itle 2: Referr				al:			M(Y/N):	Н	How Position Ent			red:		
EE Type: Campus Type:				Work County:					Primary/Sed			dary:	Т	TV: FLSA:					
Review Date: Offe				Offer	er End Date:								Te	Tenure Dept. No.:					
Withholding: FIT: SIT:					FICA:				Retirement				•				PORS:		
OR: \$ (+/-) Vo				Votir	ting Faculty:				Tenure:		Fá	ac/Stf:	eave Base Date:						
State Service Date: EEC					C: L				eave Indicator:					Active			Inactive:		
Comment	s:																		
Signatures					Dates				Signature					es .			Dates		
Dept/Campus:						Pa	Payroll:												
									ISFS:										
Salary Administration:									Contract/Grant:										