Position Workflow

Create/Modify

- Initiator (can create)
- Reviewer (can create)
- Approver (can create)
- Agri HR

Approved

People In PA7 Approver Groups

<table>
<thead>
<tr>
<th>Initiator</th>
<th>Reviewer</th>
<th>Approver</th>
<th>Agri HR</th>
</tr>
</thead>
<tbody>
<tr>
<td>(can create)</td>
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<td>Proxy:</td>
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</tbody>
</table>
University of Arkansas – Agri – Classified/Non-Classified Posting

Posting Workflow

Create New Posting

- Initiator (can create)
- Reviewer (can create)
- Approver (can create)
- Agri HR
- Agri AAO

Pending Dept. Action (Initiator)

Budget Authority

Posted

Posting Canceled

People In PA7 Approver Groups

<table>
<thead>
<tr>
<th>Initiator (can create)</th>
<th>Reviewer (can create)</th>
<th>Approver (can create)</th>
<th>Budget Authority (if applicable)</th>
</tr>
</thead>
<tbody>
<tr>
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<td><em>All actions must be approved by the Approver and submit to Human Resources.</em></td>
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University of Arkansas – Agri Classified/Non-Classified Applicant Review

Applicant Review Workflow

Routing Applicants

- Under Review by Human Resources
- Under Review by Department
- Rate Applicant (Applicant Reviewer)
- Selected for Pre-Interview Screening
- Approved for Pre-Interview Screening
- Selected for Final Interview Review
- Approved for Final Interview (Applicant Reviewer)
- Recommended for Hire, No background check
- Send for Background Check
- Background Check Review Complete
- Recommend for Hire

Routing Approver Groups

People In PA7 Approver Groups

<table>
<thead>
<tr>
<th>User Groups</th>
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<tbody>
<tr>
<td>Search Committee Chair(s)</td>
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<tr>
<td>Applicant Reviewer(s)</td>
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Routing Applicants Flowchart:
- Under Review by Human Resources
- Under Review by Department
- Rate Applicant (Applicant Reviewer)
- Selected for Pre-Interview Screening
- Approved for Pre-Interview Screening
- Selected for Final Interview Review
- Approved for Final Interview (Applicant Reviewer)
- Recommended for Hire, No background check
- Send for Background Check
- Background Check Review Complete
- Recommend for Hire

Decision Points:
- No Further Consideration
- Not Selected For Interview
- Pre-Interview Screened, No Further Consideration
- Pre-Interview Screened, Not Selected for Interview
- Approved for Interview, Not Hired
- System Det’d Did Not Meet Min Qualls
- Applicant Withdrew
- Posting Canceled
- HR Det’d Did Not Meet Min Qualls
Create New Hiring Proposal

Initiator (can create) → Reviewer (can create) → Approver (can create) → Agri AAO → Approved to Make Offer → Offer Accepted → Offer Declined → Send to Agri HR → Hiring Proposal Approved

Pending Dept Action (Applicant Reviewer) → Budget Authority → Applicant Reviewer (can create)

People In PA7 Approver Groups

<table>
<thead>
<tr>
<th>Applicant Reviewer (can create)</th>
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<th>Reviewer (can create)</th>
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