Employment Knowledge Base

Content

Hiring
- Approver Guides
- Assistantship Contract Originator Guide
- Hiring Coordinator Guide
- Reviewer/Interviewer Guide
- Additional Information
- Selecting Employment Area
- Hiring Toolkit

Current Employee
- Change in Appointment Percent
- Job or Term Extension
- Job Shift Update
- LoboTime Clock Update
- Non Standard Payment
- Org Code Change
- Overload
- Rehire
- Summer
- Update Supervised By

Separation
- Deceased
- Discharge for Cause
- During Probation
- End of Assignment or Term
- Layoff
- Resignation
- Retirement

Systems
- EPAF
- UNMJobs

File lists

HR Agents

Employment Area Leads

Employment Area Contact Info

<table>
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<tr>
<th>Graduate Studies</th>
<th><a href="mailto:assistantships@unm.edu">assistantships@unm.edu</a></th>
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<tbody>
<tr>
<td>Faculty – Health Sciences Center</td>
<td>(505) 272-4231</td>
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<tr>
<td>Faculty – Main &amp; Branch Campuses</td>
<td>(505) 277-4528</td>
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<tr>
<td>Staff Employment</td>
<td>(505) 277-6947</td>
</tr>
<tr>
<td>Student Employment</td>
<td>(505) 277-3511</td>
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See Support Contact Information for more information.

Other Links & Resources

- Employment Transaction Deadlines
- EPAF Website
- HR Reports
- Payroll Schedule 2017
- UNM Calendars
- UNMJobs

Recently updated articles

- Changing Applicant Status and Disposition Reason
  yesterday at 2:43 PM • updated by Alfredo Ruiz • view change
- Winter Break Deadlines
  Oct 31, 2017 • updated by Rita Gutierrez • view change
- Faculty Teaching Overload
  Oct 30, 2017 • updated by Alfredo Ruiz • view change
- Overload
  Oct 30, 2017 • created by Alfredo Ruiz
- Faculty TPT Rehire
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- Faculty Summer Research
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- Non Standard Payment
  Oct 30, 2017 • updated by Alfredo Ruiz • view change
- Faculty Summer Administration
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- Faculty Summer Session
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- Summer
  Oct 30, 2017 • created by Alfredo Ruiz

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