

## **Information**

Career Opportunities

## **Effective**

May 1 1992

## **Number**

PER 2 15

## **Applicability**

This policy applies to University staff

## **Administrative Authority**

Vice President for Human Resources

## **Responsible Unit**

Human Resources

Miller Information Technology Center Rm 02C

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## **History**

Revision Date(s): December 14, 2021 (minor edits); August 24, 2022 (minor edit);  
April 1, 2026 (minor revision)

Reviewed Date(s): March 8, 2016

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## **Categories**

## **Statement:**

The Vice President for Human Resources shall post in [Career Opportunities](#) a list of classified and professional/administrative job vacancies within the university.

## **Related Information:**

[Career Opportunities](#) is available via the Human Resources website with copies available at the Human Resources department.

## **Responsibilities:**

Human Resources department will list classified and professional/administrative vacancies for a period of at least five Business days. Advertisements are posted Sunday through Saturday.