E-Search System Workflow

New Requisition

- Search Coordinator Submits Requisition
- Dept Head/Supervisor Reviews Requisition
- AVP Review
- Dean/VP Reviews Requisition
- Provost Reviews Requisition
- Budget Review
- HR Approves/Posts Requisition

After Position Closes

- Closed
- First Interviews Request
- First Interviews Approved
- Dept Head/Supervisor Reviews Candidate
- AVP Reviews Candidate
- Dean/VP Reviews Candidate

- Second Interviews Request (optional)
- Second Interviews Approved (optional)

- HR Fills Position
- Search Coordinator Selects Hire Docs Sent
- HR Approves Candidate
- Provost Reviews Candidate