**1. EPA Postings Workflow**

Postings are created, reviewed, and advertised. Comparable to the AA-1 form.

- Hiring Assistant
- Department Approver
- School/Area Approver
- Executive Approver
- HR for Posting

**2. EPA Applicant Workflow**

Applicants are screened by Search Committee or Hiring Assistant. Interviews occur and Final Candidates are selected. Comparable to AA-2 form.

- Under Review by Department/Committee
- Short List
- Recommend for Campus Interview - Send to School

**3. EPA NON FACULTY Hiring Proposal**

A Hiring Proposal is created for the Final Candidate. Information about the Employee, Position, and Budget is reviewed. The Candidate is Hired and the Position Filled. Comparable to the AA-2 and PD7 form.

- HA initiates posting. Multiple HAs can be assigned.
- Dean reviews prospective interview candidates
- Opportunites to remove from web/close posting

**3. EPA FACULTY Hiring Proposal**

A Hiring Proposal is created for the Final Candidate. Information about the Employee, Position, and Budget is reviewed. The Candidate is Hired and the Position Filled. Comparable to the AA-2 and PD7 form.

- At this point, the HA completes Hiring Proposal (comparable to PD-7)
- Negotiations with candidate occur at this point. Not Selection Reasons may be selected here
- Budget Office Receives PD-7a. Process Hire