

Welcome to HR Partners!

April 9, 2019



Announcements & Deadlines

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- New HR Partners

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- Don't forget to review the University's current job openings at workforum.memphis.edu.
- Subscribe to our Twitter feed at [@umemphisjobs](https://twitter.com/umemphisjobs)!

Announcements & Deadlines

- Summer graduate assistant e-contracts are due to the Graduate School by April 30, 2019.

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- Please be reminded that we are approaching the renewal dates for many limited contracts on June 30, 2019.
- You will be receiving an e-mail about any contracts you have that may be expiring.
- If you plan on renewing these contracts, you will need to provide a budget revision.
- If not renewing, notices must be provided to the employee by June 1.

Announcements & Deadlines

MPLOY is back! The program will run from June 3-July 11.

- **If you are interested in making a difference in a high schooler's life, you can help by:**
 - **Signing up to participate in this summer experience.**
 - **Donating any items for their orientation bags (pens, cups, notepads, etc.).**
 - **Volunteering your department for a tour.**
- **For more information, e-mail us at workforce@memphis.edu or call us at 901.678.3573.**

Announcements & Deadlines

- Onsite Biometric Screenings
 - April 25 at Brister Hall, Room 220
 - Deadline to register: April 11
 - Participants can register for the screening by accessing <https://my.questforhealth.com> and using the registration key S0T, or by contacting the Quest Diagnostics Service Center at 855.623.9355.

Announcements & Deadlines

- Take Our Daughters and Sons to work program will be held Friday, May 31, 2019.
 - Children Ages 8-18 may participate.
 - Registration is required and open until Tuesday, April 30, 2019 at 4:30 p.m. Register at <https://tinyurl.com/memphis-todas2019>

Announcements & Deadlines

- Customer Service Training

April 9, 2 – 3:30pm

AD177B

April 23, 10:30am – 12pm

AD177B

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- **SAMS Training**

April 11, 10 - 11am

AD 178

April 25, 3 – 4pm

AD 178

Announcements & Deadlines



- All Performance Appraisals need to be completed by April 30th.

Announcements & Deadlines

- **Banner Navigation**
April 30, 2019
10 a.m. AD178
- **WorkforUM Training**
April 24, 2019
1:30 p.m. AD178

Thank you for attending!
memphis.edu/hrpartners

