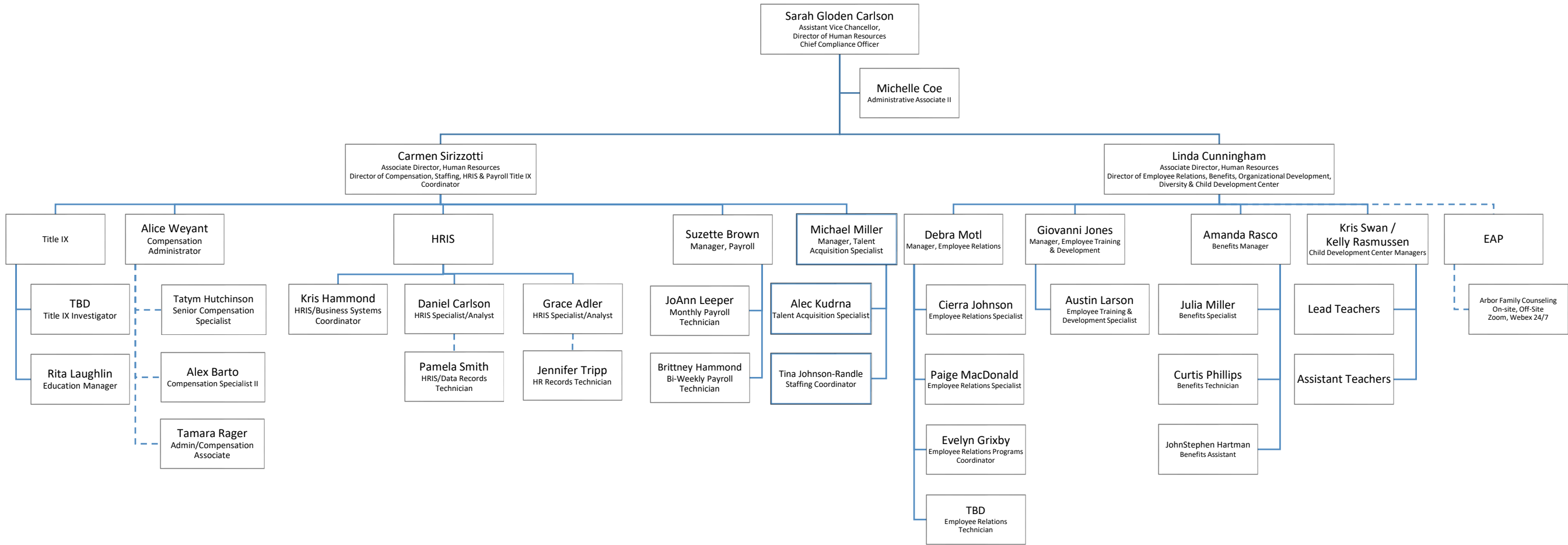




# UNMC Human Resources Org Chart





# UNMC Human Resources Org Chart

## Staffing, Compensation, HRIS & Payroll:

- Recruitment & Advertising
- Position Postings, Applicant Assistance & Testing
- Temp and Non-Faculty Volunteers
- Pre-Placement Physicals
- Background Checks & T&R Certifications
- Driving Records Review
- HR Records Management (SAP & ADIS)
- Hiring & Separation Paperwork
- I-9 & E-Verification
- Employee & Dependent Scholarship
- PeopleAdmin Administration
- Payroll Processing
- ESS Time Support
- NU Values Administration
- Position Design Consultation
- Classifications & Reclassifications
- HRIS Reports
- SAP HRIS, Firefly Support & Security
- HRIS Site Design & Maintenance
- RIF & Grant Expirations
- Title IX Office Investigations, Training & Initiatives

## Employee Relations:

- Reward & Recognition
- Leave of Absence, FMLA
- Reasonable Accommodation
- Policy & Procedure Interpretation & Training
- Federal & State Employment Law
- Compliance
- Affirmative Action & EEO
- Conflict Resolution/Problem Solving
- Harassment, Discrimination, & Performance Management
- Grievance Process
- New Employee Orientation
- Engagement & Exit Surveys
- Unemployment & Workers Compensation

## Training and Development

- Organizational Development
- Re-Imagining U
- Engagement Survey
- CultureFest
- Administrative Professionals Day
- Intercultural Development Inventory

## Benefits:

- Medical, Dental & Vision
- Prescription Drug Program
- Life Insurance
- Long-term Disability Insurance
- Pre-tax Flexible spending accounts
- Retirement (401a, 403b, & 457b)
- Long term care
- ACA Compliance
- Individualized assistance with insurance enrollment, changes of all benefits and retiring employees
- Coordination of Fidelity & TIAA activities
- Educational Presentations

## Child Development Center:

- Ages 6 weeks-7 years
- Meals provided: breakfast, lunch & afternoon snack
- Full time hours 6 AM-6 PM
- Open Door Policy