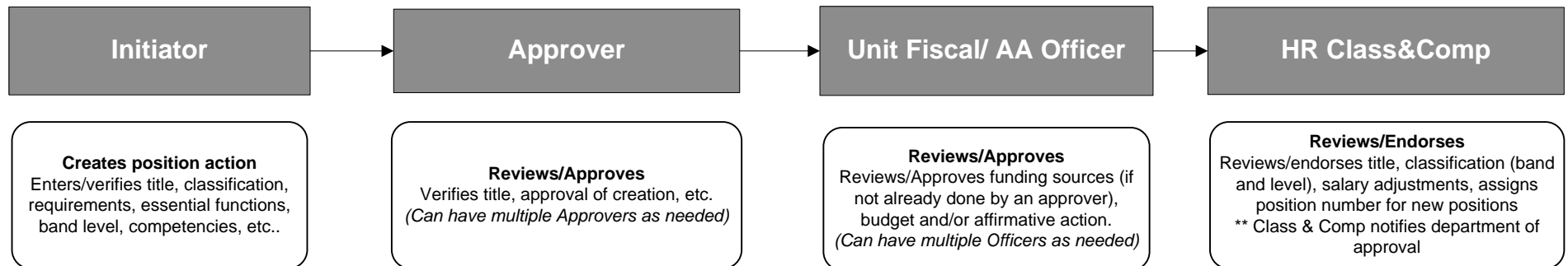


# SPA Position Action Workflow

PeopleAdmin Module: Position Management

Workflow is inclusive of all SPA position actions. New, updates, salary adjustments, etc.

## SPA Position Action



\*College/unit decides who will have access as *Initiator* and *Approver*.

If department requests to recruit for the position after the creation/update HR Class & Comp will forward the request to Employment Services who will then discuss the recruitment strategies with the department and post the position.

Updated: 1/17/12