

Human Resources and Related Service Directory

Service	Staff	Phone Number	E-Mail Address
Applicant Tracking Training	Recruitment Resource Specialist	885-3611	mandyc@uidaho.edu
Banner-HR	HR Specialists	885-3728 885-3677	hrepaf@uidaho.edu
Banner Training Questions & Registration	EDL Staff	885-2323	pdl@uidaho.edu
Benefits: Leaves of Absence/FMLA New Employee Benefits Orientation, Death Benefits and Retirement Benefits	Benefit Specialists	885-3638	benefits@uidaho.edu
Child Labor	HR Business Partners	885-3638	hrbp@uidaho.edu
Market Rate and Compensation Reviews	Classification/Compensation Spec	885-3609	lrp@uidaho.edu
Criminal Background Checks Drug Testing Unemployment	HR Background Check Coordinator	885-3050	crimcheck@uidaho.edu
Employee Accommodations Employee Relations, Job Performance	HR Business Partners	885-3889 885-3612 885-3892 885-3737	hrbp@uidaho.edu
Employee Professional Development and Learning, New Employee Welcome Online Training, Supervisor Excellence Training	EDL Staff	885-2322 885-2323 885-2325	pdl@uidaho.edu
EPAFs for Temporary and Board Appointed Employees	HR Specialists	885-3728 885-3677	hrepaf@uidaho.edu
Equal Employment and Affirmative Action	AA/EEO Staff	885-2322 885-3478	hrai@uidaho.edu
Grievances	HR Business Partners	885-3889 885-3612 885-3892 885-3737	hrbp@uidaho.edu
Hiring Questions – Faculty, Exempt, and Classified	HR Business Partners	885-3889 885-3612 885-3892 885-3737	hrbp@uidaho.edu
Hiring Questions – Student and Temporary Employees	Recruitment Resource Specialist	885-3611	mandyc@uidaho.edu
International Employment Authorization	HR Specialist	885-3677	hr@uidaho.edu
I-9's and Board Appointed Entry	HR Assistants	885-3638	hr@uidaho.edu
Management Coaching, Supervisor Guidance	HR Business Partner	885-3889 885-3612 885-3892 885-3737	hrbp@uidaho.edu
Netlearning@uidaho (Learning Management System)	netlearning@uidaho.edu	885-6524 882-2323	netlearning@uidaho.edu
New Employee Set-Up	HR Assistants	885-3638	hr@uidaho.edu
Payroll	Payroll Services	885-3868	payroll@uidaho.edu
Personnel File Management and Record Requests	HR Management Assistant-	885-3638	hr@uidaho.edu
Recruitment Advertising	AA/EEO Staff	885-5059	hrai@uidaho.edu
Online Directory Updates	HR Management Assistant	885-3638	hr@uidaho.edu
Unemployment Claims	HR Background Check Coordinator	885-3050	felizad@uidaho.edu