We are happy to share that the new recruitment system is up and running for all benefited job vacancies. You will now be using the new system, HCM Recruiting via WyoCloud.

Thank you to those of you who attended or viewed the WyoCloud HCM deep dives. We recently shared the transition timeline for the administrative, staff, and non-benefited recruitment into the new system. Below are the key dates to remember.

December 3rd (for benefited), and **December 17th** (for non-benefited), Human Resources will be closing all currently posted advertisements in HRMS. Hiring Managers will have until December 21 to finish the recruitment process and have the offer approved in HRMS and communicated to the top candidate.

December 3rd (for benefited), and **December 10th** (for non-benefited), HCM Recruiting is live to initiate new job requisitions (posted, but not hired until after 1/22/19).

December 21st Last day to for new hires to start in 2018. Please ensure to have all your completed paper work to HR and through approvals no later than December 17th for 2018 hires.

January 22nd HCM Production is live.

Due to the HRMS to HCM system conversion in January, there can be no processing of new hires or start dates between Jan. 1-Jan.22. This includes all academic and student positions as well. Campus will be notified ASAP if these dates need to be shifted.

If you have any questions, please contact an HR Employment Partner.

Resources

- HR Website
- Employee Handbook

Contact Information

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