

ISR Details

Position Create - Visiting Undergrad HOURLY

Object ID 0 Object abbr.

ISR Number 0 Initiator

Approver Details

Begin Date 01/01/2020

Approver 1 Approver 2

No Approver 2 is required for a Position Create or Position Copy ISR

JHU Position Action Details

Object

Job Short Text VUNDRGRD-S... Position Title Visiting Undergraduate Student-Hourly

Name the position so that is makes sense to you and makes it easy to identify positions later in PPOSE

Related Object

Organizational Unit Supervisor's Position # 30000887 Visiting Undergraduate-STU Exempt/Non-Exempt 2 Non Exempt Supervisor Name

Organizational Unit to which the position Position # of Supervisor

Planned Compensation

Pay Grade Pay grade type SU Student-Undergrad Pay grade area U JHU Pay grade VISITHRL Pay grade level 01

Pay Scale Pay scale type Pay Scale Area Pay Scale Group PS level

Pay Scale Selection should be left blank.

Account Assignment Features

Personnel area Personnel Subarea U01 Visiting Stud

select appropriate from drop down

Home Cost Center

Cost Center

Home Cost Center - Not an Internal Order Number (IO) IO would be indicated in cost distribution

Employee Group/Subgroup

Employee Group Student Employee Subgroup 25 S1 Hrly Non-Exmpt

Student

FLSA Override

FLSA Override

Compliance

JCAHO Compliant HIPAA Training

Officer Status Required Attendance

Licensing / Certification

License 1 License 2 License 3 License 4 License 5 Certification 1 Certification 2 Certification 3 Certification 4 Certification 5

Position Budget

Annual Budgeted Salary Weekly Work Hours Annual Base Hours

Finance Reporting

Financial Disclosure Conflict of Interest

Time Collection Indicator 01 CATS Annual # Months Worked 12

Comments

For example: Please make 10 new positions

You can request up to 20 copies/ creates on this ISR