Staff/MPP Recruitment Process

1. Position Description
   - Begin

2. Create PD Template Via CSU Recruit
   - 2

3. Classification & Approved PD
   - 3

4. Salary Analysis Provided
   - 4

5. Create Job Card Route for Approvals
   - 5

6. Create Job Announcement
   - 6

7. Job Closes & Pre-Screen Applicants
   - 7

8. Change Application Status Sent
   - 8

9. Review interview material
   - 12

10. Send Interview Materials to TA
    - 11

11. Conduct Interviews
    - 13

12. Second Round of Interviews, if applicable AND/OR Upload Interview Rating Sheets
    - 14

13. Extend Conditional Offer
    - 17

14. Background Check/Reference Check
    - 18

15. Create Offer Card & Route for Approvals
    - 16

16. Extend Former Offer
    - 19

17. Create Job Announcement
    - 15

18. On Boarding
    - 21

19. Extend Offer
    - 18

20. Candidate Notification
    - 19

21. End