PageUp & Recruiting Process Module

This flowchart will help guide HR staff through the hiring process in PageUp.

1. Finalize Position Description
2. Submit Requisition
3. Review Applications and Screen Candidates
4. Make an Offer
5. Complete Recruiting Process

Human Resources utilizes the PageUp hiring system for:

- Managing staff positions descriptions
- Submitting job posting requests
- Reviewing application
- Approving offer cards

View the PageUp and Recruiting Process Module on the PageUp and Recruiting Process support page.