



**ATTENTION
Supervisors & Administrators!**

On-Campus Employer Training

**July 8, 2014  August 5, 2014
2 - 3:00 pm, CWY 109**

If you employ student workers on campus, attend one of these annual training sessions to get your questions answered and learn more about:

- Federal Work Study
- Recruiting & selecting candidates
- Appointing & training
- Creating goals & expectations
- Payroll
- Monitoring award allocations
- HR employment policies
- Conducting performance evaluations

For questions or reasonable accommodations, contact Ashley Motley at 813-974-9722 or akmotley@usf.edu.



Presented by Career Services, Human Resources,
Payroll, University Scholarships & Financial Aid Services