Civil Service Timeline

- **Review JD & Create Position**
  - Days or weeks depending on # of revisions

- **Hiretouch Routing**
  - 1 week/more or less depending on approvers

- **Job Posting + Transcript Deadline**
  - Department preference + 10 days

- **Application Review**
  - 1-3 days average

- **Testing**
  - 1 week notice + several days of testing and grading

- **Interview Requests & Referrals**
  - 3 Days or weeks depending on # of responses

- **Interviews by Department**
  - 1-3 weeks average

- **Job Offer**
  - 1 day or more if negotiations or delayed response

- **New Hire Process**
  - 1-3 days

- **Probationary Evaluations**
  - 3, 6, or 12 months depending on position

*GO to register*
Academic Professional Timeline

- Review JD & Create Position: Days or weeks depending on # of revisions
- Hiretouch Routing & Search Plan: 1 week or more depending on approvers
- Job Posting: Department preference, 1 to 2 months average
- Application Review by Search Committee: 2-3 weeks average
- Interviews by Search Committee: 1-3 weeks
- Review Campus Surveys & Rank top candidates: Days or weeks
- Hiring Official makes final selection: Days or weeks
- Search Waiver: Several days or more