STANDARD MANAGEMENT A&P POSTING PROCESS

Prep
1. Log In to the Applicant Tracking System (ATS)
2. Create a Management A&P Requisition
3. Advertise Externally as Needed

Search
4. Select Search Committee and Chair
5. Review Applicants and Identify Candidates
6. Interview Candidates
7. Recommend Finalists to Hiring Manager
8. Interview Finalist and Make Selection

Close
9. Disposition Remaining Finalists
10. Close the Requisition