

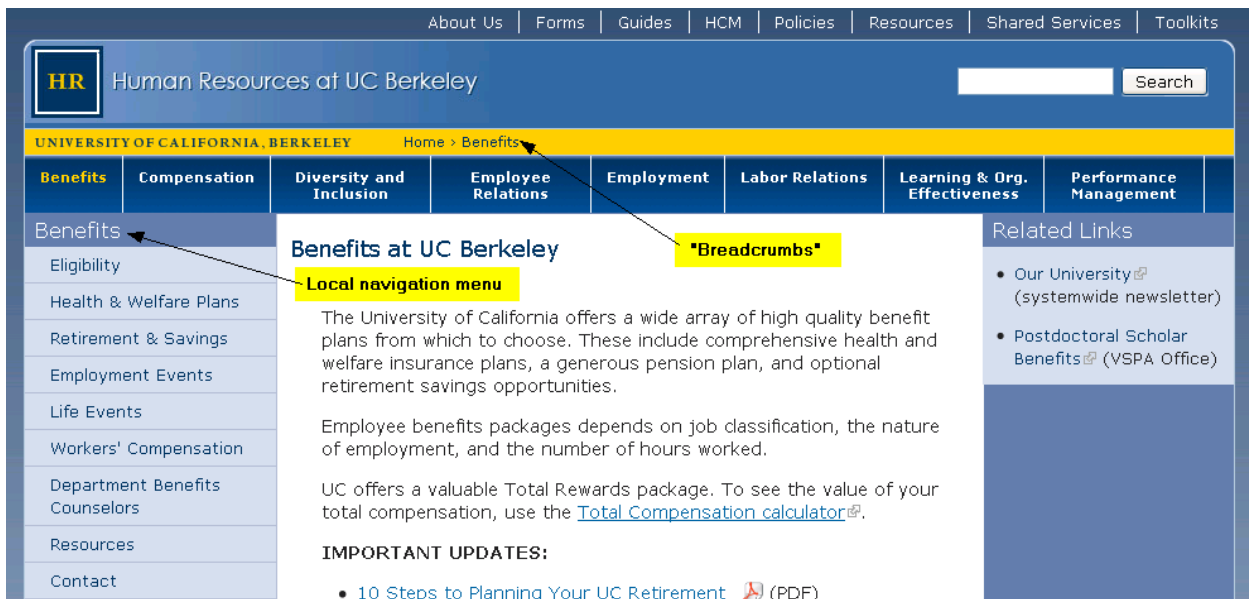
The Human Resources Website – Features and Tools

HR’s website includes many features and tools to help you navigate HR information.

Consistent navigation: The top section of every web page contains our “global navigation” menu bars, with links to primary and secondary content areas.

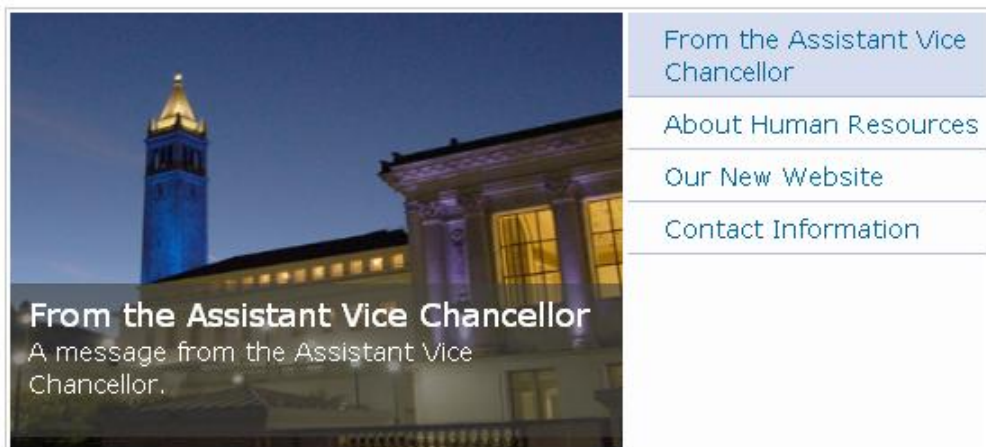


Local navigation menu customized for each area of service: Each section has its own local navigation section that persists for all pages within that section, providing a visual hierarchy of information. “Breadcrumbs” also indicate where you are in our website.



Slideshow with featured items: This feature showcases top items in slideshow format with links to additional information (*located on home page*).

Welcome to Human Resources at UC Berkeley



AVC Corner: You can view messages from our Assistant Vice Chancellor, Jeannine Raymond, via a link in our slideshow or in the footer of every page.

AVC Corner

Welcome to the AVC Corner!

Jeannine Raymond is the Assistant Vice Chancellor for Human Resources. AVC Raymond has been leading Human Resources at UC Berkeley since August 2006.

This page includes messages from AVC Raymond on human resources topics at UC Berkeley as well as general thoughts on the future of human resources.

If you have thoughts or comments in response to these messages, please send them to hrwebmaster@berkeley.edu.



News and Events: This feature highlights current news and events; the news items are available via an RSS feed (*located on home page*).

News and Events

News Events

- [For PPSM Employees: New Achievement and Spot Award Program](#)
- [E-Verify](#)
- [Human Resources Center](#)
- [Post-Employment Benefits](#)



Quick Links for different user groups: This tool provides useful links for particular audiences (*located on home page*).

Quick Links for...

Employees Managers and Supervisors Job Seekers New Employees Retirees

- [Toolkit for Employees](#)
- [Career Development](#)
- [Staff Organizations](#)

“A to Z” guide: This tool allows you to search for content by page title (*located on home page*).

HR "A-to-Z" Guide

| A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | R | S | T |
U | V | W | Y

Please select a letter.

Workforce Census: This feature provides a quick snapshot of our most recent workforce census (*located on home page*).

Workforce Census: Summary

Job Type	Paid Employees (Active and Leave)	Unpaid Employees
A-Regular Faculty	1,502	827
B-Other Faculty	902	125
C-Other Academic	3,428	303
D-Grad Student Titles	4,491	N/A
E-Staff	8,193	N/A
F-Student Titles	5,246	N/A
Subtotal	23,762	1,255
Affiliates Non-Employees		2439
Workforce Total Headcount		27,456

(includes paid and unpaid employees and affiliates/non-employees)

For notes and additional information, visit our [Workforce Census](#) page.

Frequently Asked Questions: This tool has links to our most frequently asked questions (*located on home page*).

Frequently Asked Questions

- [Compensation](#)
- [Diversity and Inclusion](#)
- [Employee Relations](#)
- [Employment](#)
- [Guide to Managing Human Resources](#)
- [HCM](#)
- [Labor Relations](#)
- [Time Reporting](#)

[View All Frequently Asked Questions](#)

Guide to Managing HR: This feature allows easy access to our popular Guide to Managing Human Resources, which is organized into sections and chapters (*located on home page*).

Guide to Managing Human Resources
Preface
Section 1: Recruiting Staff
Section 2: Managing Successfully
Section 3: Interaction in the Workplace
Section 4: Wellness in the Workplace
Section 5: Employee Relations and Labor Relations
Appendix

Recent Items, Recent Updates, Most Viewed: This tool lists new content added to our website, content that was recently updated, and our most popular content (*located on home page*).

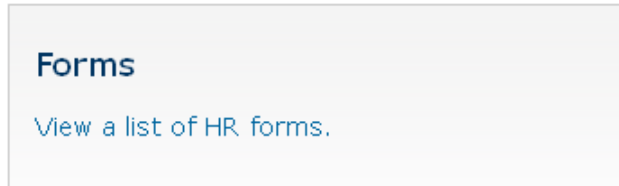
Recent Items	Recent Updates	Most Viewed
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- [Contact: Records Management Unit by Assignment](#)
- [HR Center: Hiring \(On-boarding\) Appointments](#)
- [Compensation: Student Assistant Rates](#)
- [Hiring Freeze Process \(non-academic positions\)](#)
- [Budget Provision Levels](#)
- [Featured Jobs at other UC Campuses](#)
- [Benefits: Workers' Compensation](#)
- [Philosophy: Career Development](#)

Glossary: This tool allows users to easily look up unfamiliar terms or acronyms (*located on home page*).

Glossary
Select a letter below or view entire glossary .
A B C D E F G H I J L M O P R S T U W

Forms: This tool provides a link to our Forms page, which includes HR forms available on our website (*located on home page and Secondary menu*).



Contact form: Select the “Contact Us” link to use our contact form (*bottom of every page*).

Contact Us

Human Resources at UC Berkeley
2150 Shattuck Avenue, Suite 750
Berkeley, CA 94704-3540

Phone: (510) 642-9046
Fax: (510) 642-2888

[Visit our Contact section](#) for additional contact information and a staff directory.

You may also leave a message using the contact form below.

Your name: *

Your e-mail address: *

Subject: *

Category: *

General Inquiry

Message: *

Sitemap: Select the “Sitemap” link if you prefer to view a Site Map to get an overview of the website (*bottom of every page*).

Site map

BENEFITS

Eligibility

- Understanding Eligibility
- Benefits Packages
- Taking Action

Life Events

- Periods of Initial Eligibility
- Death of Employee / Family Member

Benefits Plans

- Health & Welfare
- Retirement & Savings
- Other Benefits

Department Benefits Counselors

- Eligibility
- Benefits Plans
- Employment Events
- Life Events
- Forms & Publications

Employment Events

- New Hire, Rehire, Interlocation Transfer
- Employment Status Change
- Leaves

Resources

- Financial Planning Resources
- COBRA Information
- Workshops

Contact

COMPENSATION

Classification

- Job Standards
- Job Descriptions
- Job Structure
- Classification Processes
- Working Titles

Salary and Pay

- Salary Setting
- Base Pay (Salary Rates)
- Auxiliary Pay
- Salary Ranges (MSP/PSS)

Recognition & Achievement Awards

- Achievement Awards
- Spot Awards
- Non-Cash Awards
- Administrators
- Nomination Form