Recruiting for UCPath Center positions opened on November 26, 2012. The following answers to frequently asked questions address the UCPath project and the UCPath Center, the recruitment process, and special information for current UC employees considering applying for positions. If you don’t see the recruiting information you are looking for, ask your question via telephone at (866) 935-0013 or via email at ucpathjobs@universityofcalifornia.edu.

WHAT IS UCPath?

UCPath is the name for the University’s new payroll and human resources information system, replacing the 30-year old Payroll Personnel System (PPS) system. The project includes replacing PPS and implementing a systemwide shared service center called the UCPath Center to more effectively and efficiently deliver payroll and human resource services to all UC employees.

WHAT DOES “UCPath” MEAN?

UCPath is an acronym for "University of California: Payroll, Academic Personnel, Timekeeping and Human Resources."

WHY IS UCPath IMPORTANT TO THE UNIVERSITY?

Built on 30-year-old technology, the current system, PPS, is difficult to use, maintain, and enhance, and requires redundant data entry, manual calculations and significant paper processing. PPS has limited human resource management functionality, and the eleven variations of PPS UC-wide make it difficult to align and aggregate payroll and human resources data. UCPath will eliminate those inefficiencies, allowing UC to more effectively manage and plan for its workforce needs.

WHEN WILL UCPath BE IMPLEMENTED?

UCPath implementation will take place with a staged rollout to campuses and medical centers over a three-year period. The first wave of UC locations will begin using UCPath and the UCPath Center on July 1, 2013. Wave 2 will transition to UCPath on April 1, 2014, and Wave 3 will transition on Oct. 1, 2014.

HOW WILL PAYROLL AND HUMAN RESOURCE SERVICES BECOME MORE EFFECTIVE AND EFFICIENT WITH UCPath?

Replacing 11 versions of PPS and several other stand-alone human resource information systems with a single payroll and human resource information system for all UC employees will unify systems and data across the University. Centralization and standardization of business practices across the UC system will streamline processes, enhance productivity and improve data accuracy and integrity.
WHAT IS THE UCPATH CENTER?

The UCPath Center is the systemwide shared services center that will support all employees from the ten campuses and five medical centers of the University of California system.

WHERE IS THE UCPATH CENTER?

The UCPath Center is located in Riverside, California. Photos and maps are located on the UCPath website at http://ucpath.universityofcalifornia.edu

WHAT IS THE ORGANIZATIONAL STRUCTURE OF THE UCPATH CENTER?

The UCPath Center will be under the direction of an Executive Director who reports directly to Peter Taylor, Chief Financial Officer of the University. Other members of the UCPath management team will include an Operations Director and Customer Service Director. The UCPath organizational chart is located on the UCPath website at http://ucpath.universityofcalifornia.edu

WHAT TYPE OF JOBS WILL THE UCPATH CENTER HAVE?

The UCPath Center will offer jobs in Benefits, Payroll, Human Resources, Fulfillment and Records, Quality, Business Operations, HR Information Systems and Customer Service. We encourage you to explore the job opportunities and job descriptions, which can be found at http://jobs.universityofcalifornia.edu/?action=ucpsearch

HOW MANY JOBS WILL THERE BE AT THE UCPATH CENTER?

The UCPath Center is recruiting for 156 positions targeted to start by April 1, 2013. By the time the Center is fully operational in October 2014, it is projected that the UCPath Center will employ up to 500 people.
WHEN WILL UCPATH START RECRUITING?

Recruitment is now open and job descriptions are now posted on the systemwide job board at http://jobs.universityofcalifornia.edu/?action=ucpsearch

The job posting period for select technical, managerial, and executive support position will close on Dec. 21, 2012. All other UCPath Center jobs will close on Jan. 18, 2013.

WHEN DOES UCPATH CENTER POSITIONS BEGIN WORK?

For most jobs in the initial hiring period, the targeted start date is April 1, 2013. Technical, managerial and executive support positions may start earlier.

WHY WORK FOR THE UNIVERSITY OF CALIFORNIA?

The University of California is the leading public university system in the world. With ten campuses and five medical centers, UC has more than 225,000 students and 190,000 employees. Several of the campuses are ranked among the finest universities in the world. UC works hard to be a good employer and to be a place where people are rewarded for their contributions with good benefits, a stimulating and supportive work environment, and opportunities for professional growth and advancement. UC offers a full range of health and retirement benefits, including a pension plan. UC’s benefits are recognized as being among the best available, representing as much as 40 percent of employee’s total annual compensation.

HOW WILL THE RECRUITMENT PROCESS WORK?

Applicants will submit their application materials online at http://jobs.universityofcalifornia.edu/?action=ucpsearch Applications will be reviewed and candidates who meet the qualifications of the job will be asked to participate in a telephone interview. Candidates who are asked to advance in the process will then be asked to participate in an in-person interview.

WHERE WILL THE UCPATH INTERVIEWS TAKE PLACE?

Initial plans are to conduct interviews in both Riverside and Oakland. In the event that a significant number of applications are received from other areas, additional locations may be considered.
FAQ: UCPath Center Recruiting

HOW CAN I PREPARE FOR THE APPLICATION PROCESS?

Review information about UCPath on the website at http://ucpath.universityofcalifornia.edu. While there, view the Transition Toolkit (http://ucpath.universityofcalifornia.edu/working-at-uc-path/transition_toolkit.html), a series of short videos covering useful information such as how to prepare your resume, how to write a cover letter and how to prepare for an interview.

WILL THERE BE GROUP INTERVIEWS WITH MORE THAN ONE CANDIDATE AT A TIME?

No, there are no plans to conduct group interviews.

IF I CAN’T APPLY AT THIS TIME, WILL THERE BE FUTURE OPPORTUNITIES?

Yes. The UCPath Center will be hiring 156 people before April 1, 2013 and has plans to employ up to 500 people by the time the Center is fully operational in October, 2014.

THE APPLICATION IS ON A WEBSITE CALLED “CANDIDATECARE.COM”. IS THAT PART OF THE UNIVERSITY?

Due to the size of this hiring effort, the University has retained a recruitment vendor named The RightThing, an ADP subsidiary, to manage UCPath Center recruitment. CandidateCare is the online site where applicants will submit their application. This is the official and secure site sanctioned by the University.

I RECEIVED AN EMAIL FROM UCPATH@CANDIDATECARE.COM. IS THAT PART OF THE UNIVERSITY?

Due to the size of this hiring effort, the University has retained a recruitment vendor named The RightThing, an ADP subsidiary, to manage UCPath Center recruitment. After submitting an application, you will receive correspondence from UCPath@candidatecare.com. This is the official site sanctioned by the University and all correspondence is secure.

WHERE CAN I ASK ADDITIONAL UCPATH RECRUITING QUESTIONS?

You can ask additional questions via email at ucpathjobs@universityofcalifornia.edu or via telephone at (866) 935-0013.
WILL CURRENT UC EMPLOYEES HAVE PRIORITY FOR UCPATH JOBS?

Yes. The University is committed to supporting the UC community by giving priority consideration to current UC employees seeking employment opportunities at the UCPath Center. Applications from current UC employees will be screened, qualified applicants will be interviewed, and job offers will be made prior to interviewing external applicants. In the event that two candidates are equally qualified, priority will be given to current UC employees. By attracting current UC employees, the UCPath Center will build a team that is familiar with the University’s operations and culture and will be better positioned to deliver quality service to UC employees.

DO CURRENT UC EMPLOYEES HAVE TO WAIT UNTIL THEIR CAMPUS OR MEDICAL CENTER TRANSITIONS TO UCPATH TO APPLY FOR UCPATH JOBS?

No, UC employees can apply for UCPath Center jobs at any time.

ARE UC BENEFITS AND SERVICE CREDITS TRANSFERABLE?

Yes, for current UC employees without a break in service, UC benefits and service credit will transfer. If any of your benefit providers are regional and not offered in Riverside, such as a primary care physician in your medical plan, you may need to transfer to another service provider in the Riverside area.

WILL UCPATH EMPLOYEES BE EMPLOYED BY UC RIVERSIDE OR UCOP?

UCPath employees will be employed by the UC Office of the President (UCOP). However, arrangements are being made so that UCPath employees can gain access to certain UC Riverside programs.

WILL UCPATH OFFER A RELOCATION ALLOWANCE?

UC does not typically provide relocation pay for employees moving within the state of California, but may consider providing an allowance in individual cases based on need.

WILL CURRENT UC EMPLOYEES NEED TO COMPLETE A NEW PROBATIONARY PERIOD?

UC employees who have completed a probationary period at their current locations have already satisfied this requirement and will not need to complete a new probationary period unless there has been a break in service.

WHERE CAN I ASK ADDITIONAL UCPATH RECRUITING QUESTIONS?

You can ask additional questions via email at ucpathjobs@universityofcalifornia.edu or via telephone at (866) 935-0013.