

EMPLOYMENT VACANCY POSTING CHECKLIST

OFFICE OF PERSONNEL MANAGEMENT (OPM)

Melissa Jolly	Please send to Jennifer Knerr Jennifer.Knerr@omes.ok.gov and/or Rhonda Seiter Rhonda.Seiter@omes.ok.gov , both work for OPM and ensures the posting reaches the OPM website http://www.ok.gov/opm/State_Jobs/index.html in the correct area of Classified or Unclassified jobs. They will require a closing date for the position. This website is available to everyone. The Director is Melissa Jolly Melissa.Jolly@opm.ok.gov	<input type="checkbox"/>
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AUDITOR AND INSPECTOR'S INTERNAL WEBSITE

HR Dept	HR can now do this. https://test.sai.ok.gov/admin/adm.php?action=wldsf0mssh username/pw : oksai / webadmin	<input type="checkbox"/>
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COLLEGES/UNIVERSITIES

Sherri Mauck	Email Sherri Mauck at smauck@osrhe.edu . She has a listserv that reaches business officers and fiscal affairs staff in the state system of higher ed. She accepts clearly written out attachments.	<input type="checkbox"/>
Ok City University	Log into https://www.myinterfase.com/okcu/employer/home.aspx (Login) shudson300 (PW) SAI.2018	<input type="checkbox"/>
Southwestern OK State University	Log into https://www.collegecentral.com/swosu/ (Login) StateAuditor (PW) SAI2016	<input type="checkbox"/>
Cameron University	Log into https://www.collegecentral.com/cameron/Employer.cfm (Login) StateAuditor (PW) SAI2018	<input checked="" type="checkbox"/>
Southern Nazarene University	Log into https://www.collegecentral.com/snu/employer.cfm (Login) StateAuditor (PW) SAI.2018	<input type="checkbox"/>
OSU	Email careers@okstate.edu and they will be posted/shared with all locations.	<input type="checkbox"/>
UCO	Log into https://employer.gradleaders.com/UCOK/Employers/Login.aspx?jprid=5032 (Login) shudson@sai.ok.gov (PW) SAI2018	<input type="checkbox"/>
Handshake	Log into https://app.joinhandshake.com/login (Login) shudson@sai.ok.gov (PW) Auditor2018 Target Schools: Langston, Roger State, Ok Christian, Oral Roberts, OU, University of Tulsa, NE State	<input type="checkbox"/>

WEBSITES

OKJobMatch.com	https://okjobmatch.com/ada/r/home Post to this website will allow career services at higher ed institutions to find our ads directly. (Login) SAI3000 (PW) SAI.2018	<input type="checkbox"/>
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