



New Employee Orientation Location Change

Human Resources is excited to announce that beginning February 7, Human Resources will be offering New Employee Orientation on a weekly basis. Every Tuesday at 8:15am the **required** New Employee Orientation will be presented in Hill Hall Room 356. We will provide a zoom option for those off-campus and remote employees to attend.

New employees will sign up for orientation through Onboarding in HCM, or they can contact Benefits at 307-766-2437 for assistance.

Supervisors, please ensure your new employee(s) attend this required orientation as there are important deadlines for selection of retirement provider, as well as medical, dental and vision benefits.