

HR Update

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HR Update Feedback

Thank you for the feedback on the HR Update. If you have any suggestions about how to improve the HR Update or topics you think should be addressed, please contact (Mila_Cosgrove@admin.state.ak.us) or (Nicki_Neal@admin.state.ak.us).

Contact Information

Employee Call Center: Please remember to direct employees to the Employee Call Center when they have general questions about their employment. The Call Center phone number is (907) 465-3009 or email employeecallcenter@admin.state.ak.us.

Quick Links

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Assisting Victims of the Gulf Coast Disaster

Governor Murkowski has issued a memorandum (attached) directing Commissioners to recruit for as many skilled positions as possible on an "All Applicant" basis. Concurrently, the Personnel Board was asked to adopt temporary regulations that would allow out of state applicants who are displaced by a natural disaster, who can show proof of residence in the area declared a natural disaster by the Governor of that state or the President of the United States, to apply for State of Alaska jobs as if they are Alaska residents.

Effective immediately, if a hiring manager requests to post a recruitment eligible for "All Applicants" under a more restrictive scope such as "Alaska Residents", the hiring manager will be reminded of

the Governor's directive. Job postings with a scope of "All Applicants" will continue to be approved in accordance with 2 AAC 07.056(e)

Recruitment Checklists

and the attached Recruitment Guidelines.

When posting a recruitment with a scope of "All Applicants," recruitment staff will remind hiring managers of the requirement to provide Alaska residents preference in accordance with 2 AAC 07.106(c).

At such time the Personnel Board adopts temporary regulations allowing displaced applicants to apply for "Alaska Resident" recruitments, procedural information will be disseminated.

Hiring manager checklists have been revised and updated on the HR Forms webpage located on the Division of Personnel's web site. These user-friendly revi-

sions were made for our clients to ensure the recruitment process is streamlined and recruitment requirements are met for a legally defensible hire. You may view these forms at <http://dop.state.ak.us/index.php?id=164>. Please

Correction HR Solutions

check this web site regularly to ensure you are using the most updated forms.

From our Classification Demystified Issue of Hr Solutions:

In "All About Non-Permanent Positions" on page 12 we incorrectly listed Technical Services as the contact for hiring non-perms. Please note the correct contact is Employee Services. Corrections have been made to the publication posted online at <http://dop.state.ak.us/index.php?id=1001>

The Alaska Department of Administration complies with Title II of the 1990 Americans with Disabilities Act. This publication is available in alternative communication formats upon request. To make necessary arrangements, contact the Statewide Planning and Research for the Division of Personnel at (907) 465-4434 or the TDD for the hearing impaired at (907) 465-3888.