

**CUSTOMER SERVICE EXPECTATIONS
HUMAN RESOURCES - ACADEMIC RECRUITMENT**

Responsibilities and Estimated Timelines

Typical Search Process	Responsibility	Estimated Timeline
The position is posted and the recruiter has an initial discovery discussion with the hiring manager	HR Staffing Associate, Hiring Manager, Recruiter	1-2 Days
Discussion between the hiring manager and recruiter regarding diversity opportunities	Recruiter	1 Day
Sourcing Period (Typically 2-4 weeks)	Recruiter	2 Weeks
Posting Advertising		