Business Process Steps

Step	Order	If	Notes	Type	Specify	Optional	Group	All	Run As User	Until	Validation	Due Date	Due Date Is Based On Effective Date	Do Not Advance	Complete	Subprocess Definitions
Job Requisition (Default Definition) step a - Initiation	a			Initiation		No					Position is Open (Critical) Recruiting Instruction Required (Critical)			No		
Job Requisition (Default Definition) step b - Action	b	Create Position subprocess required if the requisition is NOT for an existing position AND not confidential job requisition? (Workday Owned)		Action	Create Position	No	Initiator							No		
Job Requisition (Default Definition) step c - Approval	c			Approval		No	HR Business Partner							No		
Job Requisition (Default Definition) step d - Approval Chain	d	Job profile not Student/Intern?		Approval Chain		No	Manager			Next Approval Level is EVP or next approver is Joe Nolan?		5 Days		No		
Job Requisition (Default Definition) step d1 - Approval	d1	Jon Profile is Student/Intern?		Approval		No	Manager							No		
Job Requisition (Default Definition) step e - Action	e	Hiring Restrictions Management Level is 6-10 and Job Family is NOT Human Resources? Recruiting Instruction is NOT No Posting Required?		Action	Review Create Job Requisition	No	Recruiter Staffing Coordinator				Questionnaires are required (Critical)			No	Yes	
Job Requisition (Default Definition) step e - Action	e	Hiring Restrictions Management Level is 1-5 or Family is Human Resources? Recruiting Instruction is NOT No Posting Required?		Action	Review Create Job Requisition	No	Executive Recruiter				Questionnaires are required (Critical)			No	Yes	
Job Requisition (Default Definition) step e1 - Edit Additional Data	e1		Required for Paradox Automated Interviews	Edit Additional Data	Non-Virtual Candidate Interview Prep	No	Primary Recruiter (unconstrained)							No		
Job Requisition (Default Definition) step f - Action	f	Hiring Restrictions Management Level is 6-10 and Job Family is NOT Human Resources? Recruiting Instruction is NOT No Posting Required?	Required for Paradox Automated Interviews	Edit Additional Data	Virtual Candidate Interview Prep	No	Primary Recruiter (unconstrained) Recruiter Staffing Coordinator							No		
Job Requisition (Default Definition) step f - Action	f	Hiring Restrictions Management Level is 1-5 or Family is Human Resources? Recruiting Instruction is NOT No Posting Required?		Action	Assign Roles	No	Executive Recruiter							No		
Job Requisition (Default Definition) step g - Action	g	Recruiting Instruction is NOT No Posting Required?		Action	Post Job	Yes	Primary Recruiter							No		