

PeopleAdmin Quick Reference Guide
Functionality by Position Type

Position Type	Position Description Available	Quick Hire Option	Posting Requirement	Hiring Proposal Required
Staff	✓	✗	✓	✓
Faculty FTE	✗	✗	✓	✓
Faculty Research Grant/ Time Limited	✓	✗	✓	✓
Adjunct Faculty	✗	✓	✗	✓
Temporary Staff (Hourly)	✗	✓	✗	✓
Temporary Staff (Exempt)	✓	✓	✗	✓
External Dual	✗	✓	✗	✓

Position Type	Create from Classification	Create from Posting	Create from Position Description
Staff	✓	✓	✓
Faculty FTE	✓	✓	✗
Faculty Research Grant/ Time Limited	✓	✓	✓
Adjunct Faculty/ Temporary Staff	✓	✓	✓