SUPERVISOR 101 TRAINING

Supervisor 101 Training is held twice a month.
Topics covered during the training include the following:

• Hiring/onboarding
• Terminations / off-boarding
• Personnel transaction reports (PTR’s) for other actions/add accounts
• Training – Employee Training Center
• Policies
• Payroll
• Workers’ compensation
• Leave of Absence
• Many more

To check the most current training schedule and sign up, please use the following link Supervisor 101 Training Sign up and Schedule.

**Note you must login with your @fullerton.edu account in order to access the sign-up link. If you have any questions or concerns, please contact Bertha Leon, Associate HR/Payroll Director at bleon@fullerton.edu.