



Human Resources Staff List

VACANT

Human Resources Assistant
 (916) 278-7003

Patricia Lau

Senior Human Resources Coordinator
 (916) 278-5444, e-mail: jacksonp@csus.edu

Jon Elepano

Human Resources Technician
 (916) 278-5835, email: jonelepano@csus.edu

Aaron Contreras (Interim)

Human Resources Technician
 (916) 278-4552 e-mail: aaron.contreras@csus.edu

VACANT

Human Resources Technician – (CA Intern Network)
 (916) 278-4843

Ari Williams

Senior Human Resources Coordinator
 (916) 278-4726, e-mail: ari.williams@csus.edu

Jennifer Campbell

Human Resources Specialist
 (916) 278-7057, e-mail: jenncc@csus.edu

Dena Roberts

Human Resources Trainer
 (916) 278-4383, e-mail: dena.roberts@csus.edu

Nancy Blanton

Human Resources Specialist
 (916) 278-7006, e-mail: nancyb@csus.edu

Denise Booth

Assistant Director, Human Resources
 (916) 278-7282, e-mail: denise.booth@csus.edu

Trina Knight

Director, Human Resources
 (916) 278-7003, e-mail: trinak@csus.edu

- General Information
- New Hire Orientations – Student/Part-time Positions
- Parking/Jury Duty Letters
- Employment Verifications (phone)
- International Student Clearances

- Online Applicant Tracking Questions
- Director’s Calendar
- Workers’ Compensation
- Accident/Cal-OSHA Reports
- Safety/Evacuation Training

- Processing Changes on Employee Information, Transfers, Rehires, Reclassifications, Pay Rate Changes, etc.
- Part-time Employee Status

- Hiring Process Information (Student – On Campus & Central)
 - ❖ Online Applicant Tracking – Job Postings
 - ❖ Employment/Recruitment
- Employment Verifications (Written)
- Unemployment Claims

- Hiring Process Information (Student - Off campus)
 - ❖ Online Applicant Tracking – Job Postings
 - ❖ Online Applicant Tracking – New Account Set-up
 - ❖ Employment/Recruitment

- Benefits Information
- Educational Assistance
- New Hire Orientations – Benefited Positions

- Job Descriptions
- Benefits
- Leaves of Absence (i.e. FMLA)
- State Disability Insurance/Paid Family Leave
- Performance Evaluations
- Retirement

- Training

- Student Employment
 - ❖ Hiring
 - ❖ Employment/Separations
 - ❖ Employee Relations
 - ❖ Discrimination/Sexual Harassment Issues

- Employment/Recruitment
- Personnel Policy Issues
- Terminations/Separations
- Employer/Employee Disputes
- Discrimination/Sexual Harassment Issues

- Personnel Policy Issues
- Terminations/Separations
- Employer/Employee Disputes
- Complaints/Grievances
- Discrimination/Sexual Harassment Issues