

SAVE

Created by
nbonney1

Updated by
nbonney1

Submit a new Process

Subject*

Test Termination - March 19

Separating employee Info
Division (SS, AA, FO)*, Location Code, Last
Name, First Name, ID Number

Auto Populates
Initiator Information

Your Personal Information*

Employees Information*

Separations Progress

Description*

Attachments

Last Name*	ROMERO	First Name*	NICOLE	Email Address*	nbonney1@cnm.edu
CNM Phone	44721	User Name*	nbonney1	Alt Phone - Cell	
Alt Phone - Pager		Alt Phone - Home		Job Title	Administrative Coordinator
Department	Professional Services-Legal	Campus	WSC	Office Location	
CNM ID Number	010142978	Full Name	ROMERO, NICOLE		

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1501 - Clinton, Bill 010-00-0000 (Test!)

Your Personal Information*

Employees Information*

Separations Progress

Description*

Attachments

Separation Type*	Make a Selection	Employee Last Name*		Employee First Name*	
ID*		Position Number*		Location Code*	
Separation Code*	Make a Selection	Timesheet Approver*	Make a Selection	New Approver*	
Date of Separation*	Mon Day Year	Dept Code*			
	<input type="text"/> <input type="text"/> <input type="text"/>				
	current date <input type="checkbox"/>	Position Title*	CNM Email Address*		

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Separation Type*

Non-Voluntary

Employee Last Name*

Clinton

Employee First Name*

Bill

ID*

010-00-0000

Position Number*

ZT1000

Location Code*

1501

Separation Code*

AF-Abandoned Job

Timesheet Approver*

No

New Approver*

N/A

Date of Separation*

Mon Day Year
04 01 2013

current date

Dept Code*

1501

Position Title*

President

CNM Email Address*

President@unitedstatescnm.com

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Font family Font size

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1501 - Clinton, Bill 010-00-0000 (Test!) 

Your Personal Information*

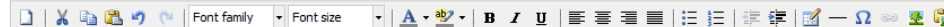
Employees Information*

Separations Progress

Description*

Attachments

Description*

Font family Font size 

Upload resignation letter if available.
For involuntary separations - Human Resources should have already been contacted before this form is completed.



SAVE

Welcome to Human Resources! If you experience any problems using Human Resources, please send email to [servicedesk@cnm.edu](mailto: servicedesk@cnm.edu).

My Processes

1 - 12 of 12

Number	Priority	Subject	Status	Last Updated
115	NORM	1501 - Clinton, Bill 010-00-0000 (Test!) Upload resignation letter if available. For involuntary separations - Human Resources should have already been contacted before this form is completed. [more...]	Process	now

From: Human Resources [mailto:hrrequests@cnm.edu]

Sent: Tuesday, March 19, 2013 1:30 PM

To: NIXON, JAN

Subject: Process Notification

Importance: High

Employee Separation Notification #115

Employee Name: Clinton, Bill

Separation Type: Non- Voluntary

ID: 010-00-0000

Position Number: ZT1000

Location Code: 1501

Separation Code: AF-Abandoned Job

Timesheet Approver: No

New Approver: N/A

Date of Separation: 04/01/2013

Last Work Date:

Dept Code: 1501

Position Title: President

CNM Email Address: Exiting employee email