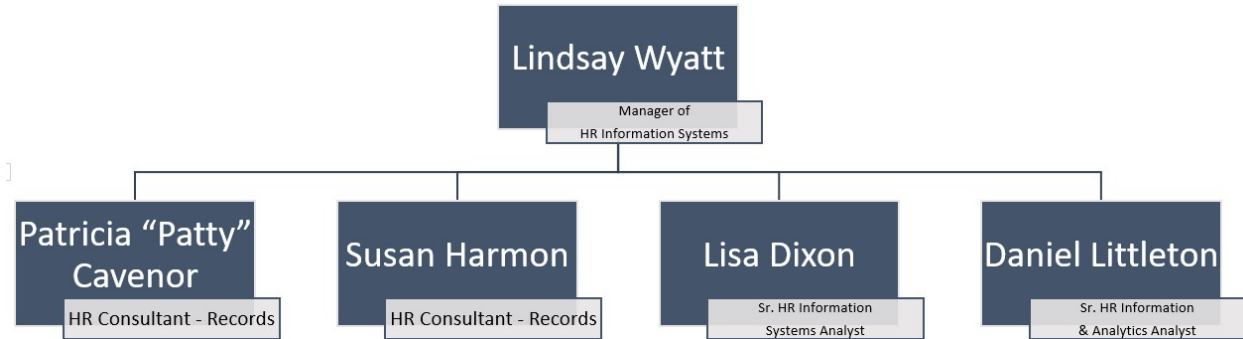




Human Resources Information Systems (HRIS) Service Menu



Contact Information:	Core Responsibilities:
Patricia "Patty" Cavenor HR Consultant- Records (O): 501-603-1309 CavenorPatriciaL@uams.edu	Patty assists with employee records maintenance and administration; manages employment records to ensure that employees are paid accurately and in a timely manner; and facilitates employee data changes including but not limited to direct deposit, address, employment dates and contact changes.
Lisa Dixon Sr. HR Information Systems Analyst (O): 501-603-1037 Ldixon@uams.edu	Lisa provides Tier 2 end-user support for OHR systems; supports the Manager of HRIS with project management; and monitors the ServiceNow ticketing system for the HRIS team in addition to revising and creating web content for OHR.
Susan Harmon HR Consultant- Records (O): 501-603-1037 HarmonSusanL@uams.edu	Susan assists employee records maintenance and administration; manages employment records to ensure that employees are paid accurately and in a timely manner; and facilitates employee data changes including but not limited to direct deposit, address, employment dates and contact changes.
Daniel Littleton Sr. HR Information & Analytics Analyst (O): 501-603-1310 DKLittleton@uams.edu	Daniel processes HR reporting and data requests; troubleshoots technical issues within the HRIS systems; and supports the HRIS Manager by creating new processes and data feeds.
Lindsay Wyatt Manager of HR Information Systems (O): 526-2284 LMWyatt@uams.edu	Lindsay leads the HRIS team; is responsible for HR system administration, top tier troubleshooting and escalations; maintaining compliance with reporting needs; assists with the creation of new HR processes; and leads HRIS projects.