

	<u>Ext.</u>	<u>Email</u>
<u>Position Orientation Year (Extension)</u>		
Lynne Randall	2292	lrandall1@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu

<u>Records</u>		
Christine N. Dillard	2508	cniemann@uwf.edu
Nicole Zamary	2608	nzamary@uwf.edu
Lori Werdann	2205	lwerdann@uwf.edu

<u>Recruitment</u>		
Kris Keating	2601	kkeating@uwf.edu
April Harvey	2694	aharvey@uwf.edu

<u>Research Integrity Coordinator</u>		
Gabriel Esmurdoc	2260	gesmurdoc@uwf.edu

<u>Retirement and DROP</u>		
Tony Lindberg	2610	tlindberg@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu
Elsie Rivera	2921	erivera@uwf.edu
Adrian Rowley	2604	arowley@uwf.edu

<u>Separation Clearance</u>		
Nicole Zamary	2608	nzamary@uwf.edu
Christine N. Dillard	2508	cniemann@uwf.edu

<u>Service & Retirement Awards</u>		
Candace Freeman	2602	cfreeman@uwf.edu

<u>Sick Leave Pool</u>		
Tony Lindberg	2610	tlindberg@uwf.edu
Jamie Sprague	2516	jsprague@uwf.edu
Elsie Rivera	2921	erivera@uwf.edu

<u>Staff Development / Training</u>		
Lynne Randall	2292	lrandall1@uwf.edu

<u>Termination</u>		
Jamie Sprague	2156	jsprague@uwf.edu

<u>Time and Leave Reporting/Effort Recaps</u>		
Nicole Zamary	2608	nzamary@uwf.edu
Christine N. Dillard	2508	cniemann@uwf.edu
Tony Lindberg	2610	tlindberg@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu

<u>Training Class Registration</u>		
Lynne Randall	2292	lrandall1@uwf.edu

	<u>Ext.</u>	<u>Email</u>
<u>Tuition Fee Waiver (Dependent Verification)</u>		
MyUWF – Employee Resources, Employee Tuition Waiver		
Elsie Rivera	2921	erivera@uwf.edu
Tony Lindberg	2610	tlindber@uwf.edu
Adrian Rowley	2604	arowley@uwf.edu

<u>Unemployment</u>		
April Harvey	2694	aharvey@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu

<u>Union Contract Administration</u>		
Jamie Sprague	2156	jsprague@uwf.edu

<u>Volunteer Program</u>		
April Harvey	2694	aharvey@uwf.edu

<u>W-2</u>		
MyUWF, Employee Self Service, (Banner) Tax Forms, Payroll (Financial Services)	3051	

<u>W-4 (New Employees Only)</u>		
Christine N. Dillard	2508	cniemann@uwf.edu
Nicole Zamary	2608	nzamary@uwf.edu
Deborah Baker	2605	dbaker@uwf.edu
Lori Werdann	2205	lwerdann@uwf.edu

<u>W-4 (Changes)</u>		
Payroll (Financial Services)	3051	

<u>Workers' Compensation</u>		
April Harvey	2694	aharvey@uwf.edu



UWF is an Equal Opportunity/Access/
Affirmative Action/Disabled/Veteran Employer

11000 University Parkway
Building 20E, Room 117
Pensacola, FL 32514
Phone: 850.474.2694
Fax: 850.857.6030
hr@uwf.edu
uwf.edu/hr

Human Resources

Who to Call



Mission Statement

To provide vital and innovative programs that result in the employment and retention of a diverse and high-quality workforce dedicated to student success.

Revised: May 6, 2024

	<u>Ext.</u>	<u>Email</u>
Americans with Disabilities Act (ADA)		
April Harvey	2694	aharvey@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu

Annuities		
Tony Lindberg	2610	tlindberg@uwf.edu
Adrian Rowley	2604	arowley@uwf.edu
Elsie Rivera	2921	erivera@uwf.edu

Background Screenings		
Grace Giddens	3481	ggiddens@uwf.edu
April Harvey	2694	aharvey@uwf.edu

Level 2 Background Screening		
Grace Giddens	3481	ggiddens@uwf.edu
April Harvey	2694	aharvey@uwf.edu

Benefits		
Adrian Rowley	2604	arowley@uwf.edu
Elsie Rivera	2921	erivera@uwf.edu
Tony Lindberg	2610	tlindberg@uwf.edu

Change of Address (Home and Campus)		
My UWF - Employee Self-Service (all services)		
Nicole Zamary	2608	nzamary@uwf.edu
Christine Dillard	2508	cniemann@uwf.edu

Disciplinary Actions (Staff)		
Lynne Randall	2292	lrandall1@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu

Disciplinary Actions (Faculty)		
Jamie Sprague	2156	jsprague@uwf.edu

Educational Leave with Pay		
Tony Lindberg	2610	tlindberg@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu

Employee Assistance Program		
Lynne Randall	2292	lrandall1@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu

Employment Contracts (Faculty)		
Christine N. Dillard	2508	cniemann@uwf.edu

Employment Exit Interviews		
Lynne Randall	2292	lrandall1@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu

Employee Relations		
Lynne Randall	2292	lrandall1@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu

	<u>Ext.</u>	<u>Email</u>
Employee Recognition and Awards Program (ERAP)		
Lynne Randall	2292	lrandall1@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu

Employment Verification		
Kris Keating	2601	kkeating@uwf.edu
April Harvey	2694	aharvey@uwf.edu

Equal Opportunity		
Candace Freeman	2602	cfreeman@uwf.edu

FMLA/Medical Leave		
Adrian Rowley	2604	arowley@uwf.edu
Tony Lindberg	2610	tlindberg@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu

Foreign National Employees—Temporary Work Visas		
Christine N. Dillard	2508	cniemann@uwf.edu

Grievances		
Jamie Sprague	2156	jsprague@uwf.edu

Holidays		
Jamie Sprague	2156	jsprague@uwf.edu
Tony Lindberg	2610	tlindberg@uwf.edu
Christine N. Dillard	2508	cniemann@uwf.edu

I-9/E-Verify		
Christine N. Dillard	2508	cniemann@uwf.edu
Nicole Zamary	2608	nzamary@uwf.edu
Deborah Baker	2605	dbaker@uwf.edu
Lori Werdann	2205	lwerdann@uwf.edu

Injuries (Work Related)		
April Harvey	2694	aharvey@uwf.edu

Insurances		
Adrian Rowley	2604	arowley@uwf.edu
Elsie Rivera	2921	erivera@uwf.edu
Tony Lindberg	2610	tlindberg@uwf.edu

Investments 403(b) and 457		
Elsie Rivera	2921	erivera@uwf.edu
Adrian Rowley	2604	arowley@uwf.edu
Tony Lindberg	2610	tlindberg@uwf.edu

Layoff		
Jamie Sprague	2156	jsprague@uwf.edu

Leave (non-medical)		
Tony Lindberg	2610	tlindberg@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu
Elsie Rivera	2921	erivera@uwf.edu

	<u>Ext.</u>	<u>Email</u>
Mediation/Conflict Resolution		
Lynne Randall	2292	lrandall1@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu

New Employee Payroll/Essential Documents		
Christine N. Dillard	2508	cniemann@uwf.edu
Nicole Zamary	2608	nzamary@uwf.edu
Deborah Baker	2605	dbaker@uwf.edu
Lori Werdann	2205	lwerdann@uwf.edu

OPS Retirement Plan		
Tony Lindberg	2610	tlindberg@uwf.edu
Elsie Rivera	2921	erivera@uwf.edu
Adrian Rowley	2604	arowley@uwf.edu

Organizational Chart		
April Harvey	2694	aharvey@uwf.edu

Orientation, New Employees		
Adrian Rowley	2604	arowley@uwf.edu
Elsie Rivera	2921	erivera@uwf.edu
Tony Lindberg	2610	tlindberg@uwf.edu

Outside Activity/Conflict of Interest		
Jamie Sprague	2156	jsprague@uwf.edu

Overtime		
Jamie Sprague	2156	jsprague@uwf.edu
Nicole Zamary	2608	nzamary@uwf.edu

Performance Evaluations		
Lynne Randall	2292	lrandall1@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu

Performance Management (Needs Improvement/Below)		
Lynne Randall	2292	lrandall1@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu

Personnel Action Forms (Staff, Faculty and Students)		
Christine N. Dillard	2508	cniemann@uwf.edu
Nicole Zamary	2608	nzamary@uwf.edu
Deborah Baker	2605	dbaker@uwf.edu
Lori Werdann	2205	lwerdann@uwf.edu

Position Management/Job Classification/Job Description		
Kris Keating	2601	kkeating@uwf.edu
April Harvey	2694	aharvey@uwf.edu