

<u>Position Management/Job Classification/Job Description</u>	<u>Ext.</u>	<u>Email</u>
Kris Keating	2601	kkeating@uwf.edu
April Harvey	2694	aharvey@uwf.edu

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

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

<u>Recruitment</u>	<u>Ext.</u>	<u>Email</u>
Kris Keating	2601	kkeating@uwf.edu
April Harvey	2694	aharvey@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu

<u>Retirement and DROP</u>	<u>Ext.</u>	<u>Email</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>	<u>Ext.</u>	<u>Email</u>
Nicole Zamary	2608	nzamary@uwf.edu
Christine N. Dillard	2508	cniemann@uwf.edu

<u>Service Awards</u>	<u>Ext.</u>	<u>Email</u>
Lynne Randall	2292	lrandall1@uwf.edu

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

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

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

<u>Time and Leave Reporting/Effort Recaps</u>	<u>Ext.</u>	<u>Email</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>	<u>Ext.</u>	<u>Email</u>
Lynne Randall	2292	lrandall1@uwf.edu

<u>Tuition Fee Waiver (Dependent Verification)</u>	<u>Ext.</u>	<u>Email</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>	<u>Ext.</u>	<u>Email</u>
April Harvey	2694	aharvey@uwf.edu
Jamie Sprague	2156	jsprague@uwf.edu

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

<u>Volunteer Program</u>	<u>Ext.</u>	<u>Email</u>
Kristin Masson	2602	kmasson@uwf.edu
April Harvey	2694	aharvey@uwf.edu

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

<u>W-4 (New Employees Only)</u>	<u>Ext.</u>	<u>Email</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>	<u>Ext.</u>	<u>Email</u>
Payroll (Financial Services)	3051	

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



Human Resources
UNIVERSITY of WEST FLORIDA

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

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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: November 17, 2022

	Ext.	Email
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		
Kristin Masson	2602	kmasson@uwf.edu
April Harvey	2694	aharvey@uwf.edu

Level 2 Background Screening		
Julian Thigpen	3481	jthigpen@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 Zarnary	2608	nzarnary@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

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

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

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 Zarnary	2608	nzarnary@uwf.edu
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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
Jamie Sprague	2156	jsprague@uwf.edu

Layoff		
Jamie Sprague	2156	jsprague@uwf.edu

	Ext.	Email
Leave (non-medical)		
Tony Lindberg	2610	tlindberg@uwf.edu
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Elsie Rivera	2921	erivera@uwf.edu

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 Zarnary	2608	nzarnary@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		
Kristin Masson	2602	kmasson@uwf.edu
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 Zarnary	2608	nzarnary@uwf.edu

Performance Evaluations/Appraisal		
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 Zarnary	2608	nzarnary@uwf.edu
Deborah Baker	2605	dbaker@uwf.edu
Lori Werdann	2205	lwerdann@uwf.edu