



North Carolina Department of Public Safety

Prevent. Protect. Prepare.

Pat McCrory, Governor
Kieran J. Shanahan, Secretary

Lorrie L. Dollar, Commissioner of Administration
Alvin G. Ragland, Director

March 1, 2013

ADMINISTRATIVE MEMORANDUM: 06-2013

TO: DPS Leadership

FROM: Alvin G. Ragland 

SUBJECT: New Hiring Process

Human Resources is proud to announce the beginning of a new, consolidated hiring process for the Department of Public Safety. Over the past two months, HR professionals delivered hiring process, forms, and related policy training to managers.

With the consistency the new process provides, hiring managers will be better prepared to navigate the hiring process. We identified several process metrics for each stage in the hiring process, and will work to maximize resources—making improvements as needed. We look forward to supporting hiring managers through this new process. Each section within DPS will be assigned to one of our Regional Employment Offices or a team of staff within the central HR Recruitment and Employment section.

Human Resources now provides hiring process forms on the DPS website. To access forms from www.ncdps.gov, click on the 'For Employees' tab at the top of the page, and then click on 'Forms – DPS'. Please use these forms, effective today.

If you have any questions or concerns regarding the new process or new forms, please contact staff in the Recruitment and Employment section or one of the Regional Employment Offices. The HR staff directory is attached for your convenience.

AGR:mks

Attachment

Cc: Secretary Kieran Shanahan
Mr. Edward Masso
Mr. Frank Perry
Mr. David Guice
Ms. Lorrie Dollar
Mr. Gerald Rudisill

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