

Jobshop Student Staff Contract Extensions

Dear Colleagues

This is to notify all student staff recruiting managers that Jobshop contracts are due to expire on **31 October 2022**.

If you currently employ Jobshop Student Staff and would like to extend the contract, please send the full name and banner ID to jobshop@gre.ac.uk

Please be aware that under no circumstances should an employee carry out duties without a contract of employment in place. If you are unsure or have further queries do not hesitate to contact the Jobshop team.

Further delays will cause issues with payment.

Enquiries jobshop@gre.ac.uk

HR Bulletin 80.4

Date 24.10.22

To: All Staff