

Snapshot Name- Vacant Position Snap

Description- Shows all active vacant positions and the default job data for those positions.

Field Name	Full Name	Description	Example
Action	Action	Indicates what action has been taken in regards to the open position	POS
Action Date	Action Date	The date the position became vacant	7/15/2015
Budget Amt	Budget Amount	The budget amount for the position	\$78,840
Dept ID	Department ID	The Home Department for the employee. This may not always be the department to which expenses are charged.	4301007052
Dept Name	Department Name	The name of the department the open position is located in	UAD-University Dev
Eff Date	Effective Date	The effective date of the last record change	2014-07-01
Emp Type	Employee Type	The type of employee the position would hold. Can either be Salaried(S), Hourly (H), or Exempt(E).	S
FT_PT	Full Time/Part Time	Full-Time or Part-Time indicator	F
Job Code	Job Code	The Job Code for the Employee	433AGE
Job Share	Job Share	If the job duties are shared between employees for a single job position Ex. Two 20 hour part time employees make up 40 hours	"Y", "No"
Position_	Position	Brief description of the Job Title	Student Assistant
Posn Desc	Position Description	The open position job title	Student Assistant
Reason	Reason	Explains why the position is vacant	JRC
Reg_Temp	Regular/Temporary	Regular or Temporary Employee indicator	R
Status	Status	The Status of the employee (A = Active, P = Leave with Pay, L = Leave without Pay, T = Terminated, D = Death, R = Retired)	A
Status Date	Status Date	The date in which the employee status is applicable	4/12/2006
Std Hrs	Standard Hours	The Standard Hours per week for the employee	40
Vacancies	Vacancies	Number of unfilled positions	988