Manage Job Offers Email or Mail Record an Screen Applicant Offer Accepted Offer Applicants and Prepare Job Letter Disposition Application Offer TA Coordinator/TA Affirmative Action **Process** Select Job Offer Recruiter/ Hiring Manager/ Letter Type Hire (Contract/ Applicant(s) Appointment Letter) Generate Job Enter Job Offer Offer Letter to Details in TAM Applicant (Salary, Freq., etc) Submit Job Offer Offer Job to Details for Chosen Approval Applicant Return to Previous Recruiter/Hiring Manager/TA Send Job Offer Approver Is Job Offer Sent to First Add Additional Approved -Approvedthrough Approved? Approver Approvers Approval Chain Pushback Affirmative Action Deny Is Job Offer Approved? Resubmit Deny Resubmit