

UH PeopleSoft 9.2 Employee Self-Service

Upon logging in to PS 9.2, the home screen for all users is **Employee Self-Service**.

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The home screen displays the following tiles:

- 1. Announcements: Welcome to UH PeopleSoft HRMS 9.2 !
- 2. Personal Details
- 3. Business Phone & Address
- 4. Employee Change Summary (highlighted)
- 5. UH Directory
- 6. OHR Intranet Portal
- 7. Hawaii Information Portal

Through **Employee Change Summary**, you can review recent changes made to your Job Data record and access your PNFs.

Employee Change Summary

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value

Search Criteria

Empl ID	begins with	10110617
Empl Record	=	
Job Code	begins with	
Job Code Description	begins with	
Descriptive Title (100 Char)	begins with	
Department	begins with	
Department Description	begins with	

Case Sensitive

Search Clear Basic Search Save Search Criteria

Scroll through historical Job Data Changes made on your record. Access the related PNF by clicking **View PNF**.

Employee ID 10110617 Jeffery Long
 Employee Record 0 Organizational Relationship EMP

Employment Data Find | View All First 3 of 48 Last

Effective Date 01/01/2021
 Effective Sequence 0
 HR Status Active
 Payroll Status Active
 Action Reason
 Job Indicator Primary Job

Position Numbe Department Chair Not Applicable
 Business Unit UHPSS Univ of Hawaii PeopleSoft Sys Hire Date 03/23/2012
 Job Code INSTITUTIONAL SUPPORT Regular/Temporary Regular
 Department 22500210 HUMAN RESOURCES Full/Part Time Full-Time

Job Change Information Find First 1 of 1 Last

Transaction Number 0
 Document number View PNF
 Correction Doc No Override UH-Retirement Code Override UH-FICA Class Code

Job Change Details

Table	Field	Original Value	New Value
1			

[Return to Search](#) [Previous in List](#) [Next in List](#)

UH ESS PNF

Payroll Notification Form

University Of Hawaii	PNF date:
SSN Name: Long, Jeffery R	Document number:
	Empl ID:

P/R: Warrent Distrib: Ret/FICA: UH Appt Dt:

Find 1 of 1 Last

P/A	Description	Effective Date	Partial Pay Info	Pos No
PAY 420			0	

22500210 ADMINISTRATION / VP ADMINISTRATION / HUMAN RESOURCES

PSP Type PSP To Date PSP Amount

<p>From Position Find First 1 of 1 Last</p> <p>Position Title INSTITUTIONAL SUPPORT Position Number Salary Grade Step FTE BU Monthly Salary</p>	<p>To Position Find First 1 of 1 Last</p> <p>Position Title INSTITUTIONAL SUPPORT Position Number Salary Grade Step FTE BU Monthly Salary</p>
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Annual: Annual:
 Semi-mo: Semi-mo:

Pay Account Find First 1 of 1 Last

Pay Type	Account Code	Percent	Semi month amt	NTE Date	Position Number

Comments: