March 19, 2020

Dear Colleagues and Visitors,

The Office of Human Resources will remain open, but our service model has changed. Employees and visitors may interact with us by phone and email and may also make specific appointments to meet with staff if necessary. We’re taking these precautions to keep our community safe during this time of uncertainty.

**General HR Inquires:**  hrservices@duq.edu

**HR Practice Area:**

- **Benefits:**  (412) 396-5041  (412) 551-1114  benefits@duq.edu
- **Employee Relations:**  (412) 396-5881  (412) 463-8767  dawsonr@duq.edu
- **FMLA & Sick Leave:**  (412) 396-6677  (412) 551-1114  cookm4@duq.edu
- **Learning and Development:**  (412) 396-5774  (412) 708-4028  whatleysmithd@duq.edu
- **Pay/Employment Processing:**  (412) 396-2255  (412) 396-5311  hrservices@duq.edu
  
  - (412) 396-6579  (412) 956-5284  payroll@duq.edu
- **Recruiting:**  (412) 396-5104  (412) 606-7430  bachnerh@duq.edu
- **Tax/Employment Forms:**  (412) 396-5104  (412) 606-7430  careers@duq.edu
  
  - (New Hires)
- **Workers Compensation:**  (412) 396-6677  (412) 551-1114  cookm4@duq.edu

Thank you for your understanding and cooperation as we work through this difficult situation.

Office of Human Resources

*Education for the Mind, Heart and Spirit*