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Emily Hawkins - CPE Instructor [1]

Emily Hawkins is the Finance & Procurement Help Desk Training Consultant at the University of Colorado, Office of University Controller.

Emily provides 1:1 training to employees and external suppliers in the use of multiple finance and procurement systems, e.g., PeopleSoft Finance, Concur Travel & Expense, CU Marketplace, and CU-Data (Cognos) Reporting. She further serves as a resource in interpreting finance and procurement policies and procedures and in the use of finance and procurement related forms.

Emily has a Bachelor's of Science in Elementary Education (focus on educational technology) from the University of South Florida. She has worked for the University of Colorado since 2019.

Prior to joining CU, Emily worked in public school systems in both Colorado and Florida, supporting students and faculty with information literacy and technology. When not at work, she enjoys spending time outdoors and advancing her goal of climbing all of Colorado's 14ers.

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