Manage your department through Job/Position Changes.

Through this transaction, you can change an employee's appointment, supervisor, location, pay group and much more.

**Step-by-Step: Entering Job Changes**

Quick Reference Guide: [View Completed ePAR Transaction and Track their Status](https://www.cu.edu/docs/qrg-view-completed-epar-transactions-and-track-their-status)

**Step-by-Step: Approving Transactions**

**Groups audience:**
HCM Community

**Right Sidebar:**
HCM: Resources Key
HCM: Feedback
HCM: Document Library
HCM: Submit a Ticket

**Source URL:** https://www.cu.edu/hcm-community/employee-transactions/non-pay-transactions/enter-job-changes

**Links**
[2] https://www.cu.edu/docs/sbs-job-changes