University of San Diego®

We continue to attract, retain and develop faculty who are high-impact teachers and engaged scholars, and foster a campus environment that embraces all employees as collaborators in the educational enterprise.

New Recruitment System - Jobs @ USD

Jobs @ USD is the new recruitment system launched in summer 2018. As the figure shows, the service allows for a job to be created and posted. Next job seekers apply, applicants are screened, interviews are conducted, candidates are hired, and then the new hire is onboarded. Jobs @ USD allows hiring managers and search committee members to log in through the MySanDiego portal. It features online submission of job descriptions & hiring forms, real-time tracking of the approval process, an intuitive & mobile-friendly recruitment system, a streamlined application process, a system-generated applicant process, online acceptance of confidential letters of recommendation, flexibility for different position types, and an electronic onboarding portal for new hires and hiring managers.