

Background Check Billing Contact Information

Two fields have been added to OPDRS requesting background check billing contact name and phone number. Hiring Managers must provide billing contact information when submitting postings in OPDRS, when a background check is required for the recruitment. Please enter "N/A" when a background check is not required. This information is intended to ensure quick resolution of billing questions for background checks.

Please contact Human Resource Services at hrs@wsu.edu or 509-335-4521 with any questions.

PULLMAN • SPOKANE • TRI-CITIES • VANCOUVER • EXTENSION

[Human Resource Services, Washington State University](#), PO Box 641014, Pullman WA 99164-1014