HRS recently discovered that cloning position descriptions in OPDRS causes incorrect fields to pull into the new position. This unintentional error causes unreliable data for history and reporting needs.

Currently, there is not an efficient way to correct this issue. Since a small percentage of areas use the cloning feature to create new positions, the cloning mechanism will be turned off.

An easy workaround is to open an existing position description in a new window and copy the needed fields into the new position description.

We apologize for any inconvenience this causes. Please contact Human Resource Services at 509-335-4521 or hrs@wsu.edu, or your HR Service Team with any questions.