



CAREER CENTER

The University of Alabama at Birmingham

Onboarding Toolkit

Onboarding Checklist

- The department hosts specific departmental onboarding and training for new employees.
- UAB Career Center provides additional resources and training connected to student employment
- The department enroll student employee in Career Readiness.

Sample Offer Letter (See Box file)

[Hiring International Students](#)

Strategies for Helping Supervisors Succeed with Student Employees (See Box file)