



Instructions for the Hybrid New Employee Orientation

DAY ONE OF UH ORIENTATION

You have two choices:

1. Complete the UH Orientation on UH Net, the site: <https://www.uhnj.org/uh-employees/uhnet/> **from home** using a computer, iPad or phone.

OR

2. Come to a designated location provided to complete the orientation in person.

If you plan to come in person, please let Angela Adekola know by replying to this email at adekolan@uhnj.org **before the start date**. **No response is needed if you decide to complete Orientation online at home**. We will meet on Monday, May 8th at 205 South Orange Avenue in the Cancer Center (CC) in room D1194 at 9am.

DAY TWO OF UH ORIENTATION

All new hires are required to come in person to attend Day 2 of UH Orientation. You will report to the New Jersey Medical School, in B515/Rosemary Gellene Room at 185 South Orange Avenue in Newark. You can park in the lot on South Orange Avenue. The **Orientation Session will start promptly at 8:30 AM.**

If you have any problems, please call the following numbers:

- For technical questions call: Asim Abbasi, 973-972-1853
- For content and process questions call: Angela Adekola, 973-972-9391
- For benefits questions call: Claudine Cruz-Green, 973-972-0885
- For other questions call your Generalist/HR Rep:
 - o Rebecca Colon, 973-972-0404
 - o Jeannette Gil, 973-972-1642
 - o Gail Kronenwett, 973-972-6253
 - o Maria Garcia Guzman, 973-972-4846
 - o Nimia Valencia, 973-972-9386
 - o Avni Patel, 973-972-4337
 - o Andrew Tran, 973-972-4785