

Department of Human Genetics
Administrative Staff In-Person and Remote Work Schedule

Color Key:

In-Person Work

Remote Work

Remote work schedules are subject to change due to vacations, sick time, or for major departmental events or activities.

Academic Year 2023-2024 Plan							
Group Role	Staff Member	Approximate Hours	Monday	Tuesday	Wednesday	Thursday	Friday
Department Leadership	Jeff H.	8:30-5:00	IN PERSON	IN PERSON	IN PERSON	IN PERSON	IN PERSON
	Ruth	8:30-5:00	REMOTE	IN PERSON	IN PERSON	IN PERSON	IN PERSON
Research Administration Support	Dhammika	7:30-4:00	REMOTE	IN PERSON	IN PERSON	REMOTE	IN PERSON
	Shaina	8:00-4:30	REMOTE	IN PERSON	IN PERSON	IN PERSON	IN PERSON
Administration & Procurement	Tom	7:45 - 4:15	IN PERSON	IN PERSON	IN PERSON	IN PERSON	IN PERSON
	Jeff C.	9:00 - 5:30	IN PERSON	IN PERSON	IN PERSON	IN PERSON	IN PERSON
Communications	Jenny	7:30-4:00	IN PERSON	IN PERSON	IN PERSON	IN PERSON	REMOTE
Student Services	Ashley Andrea	7:30 - 4:00	IN PERSON	IN PERSON	IN PERSON	IN PERSON	IN PERSON
Student Services	Molly (GCP)	7:30 - 4:00	REMOTE	REMOTE	REMOTE	REMOTE	REMOTE