

Organisational Charting


Quick Reference Guide

What is Organisational Charting?

Organisational Charting is a new way for staff to view automated USQ organisational charts on demand. The charts are based on USQ's position reporting hierarchy and are refreshed overnight from PeopleSoft HR. All current positions are displayed (excluding casuals). Charts can be printed and exported to other applications, such as PDF and PowerPoint.

Organisational Charting navigation: **USQ home page > A-Z Directory > Human Resources > Organisational Charting**

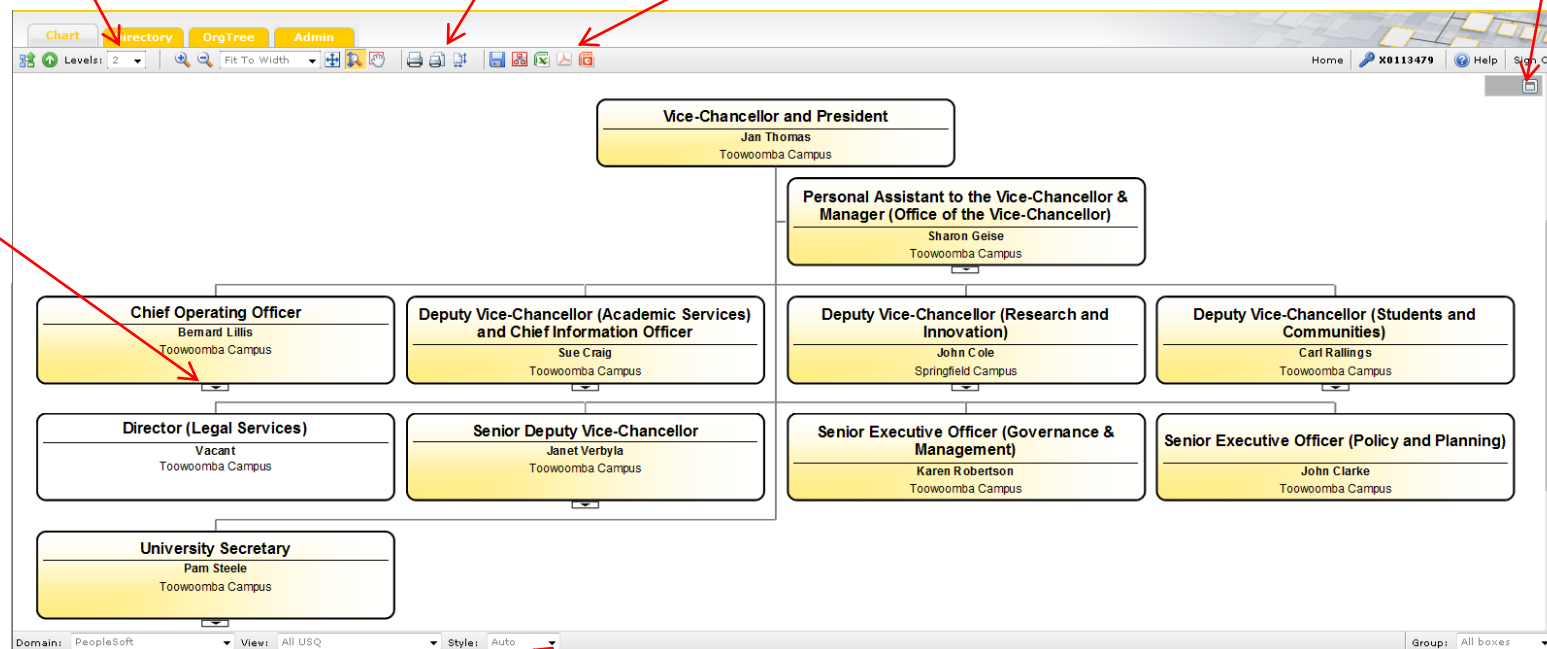
Chart: The application will open on the Chart tab.

 Denotes a position with direct reports. Click on this symbol to see direct reports and navigate through the charts.

The default is two reporting layers. To see more layers, select the number of layers to be displayed

Print, Print Preview and Page Layout

Publish to PDF, PowerPoint



To change the way the chart is displayed, select the chart view style

Opens Bookmarks, Explore, Profile and Index panels:

- Bookmark frequently viewed charts
- Explore (search) by employee name, position, department, etc
- Profile panel provides more details about the position / employee
- Index panel lists positions / employees currently displayed in the chart

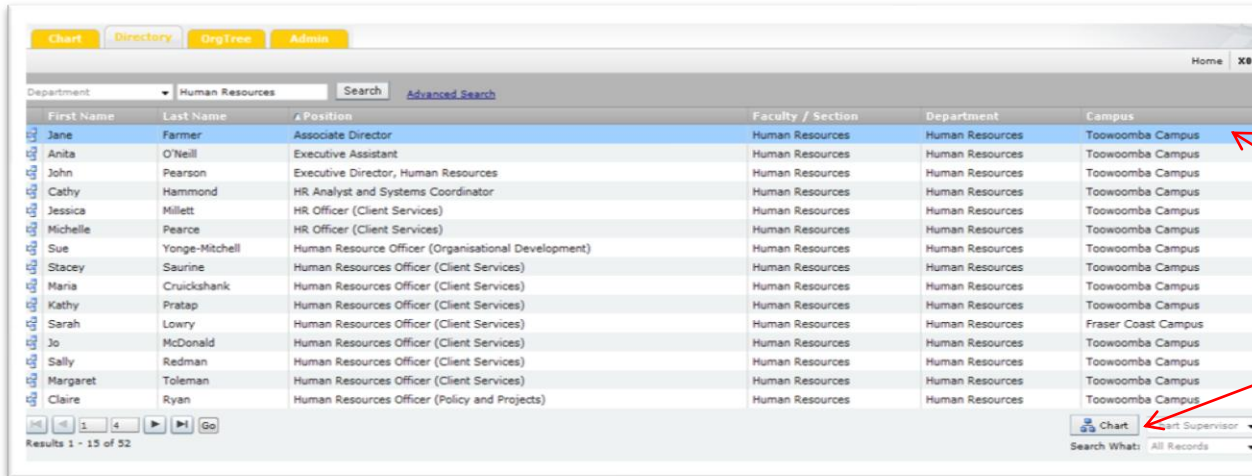
Organisational Charting continued...

Quick Reference Guide

Directory:

Use the Directory to search by:

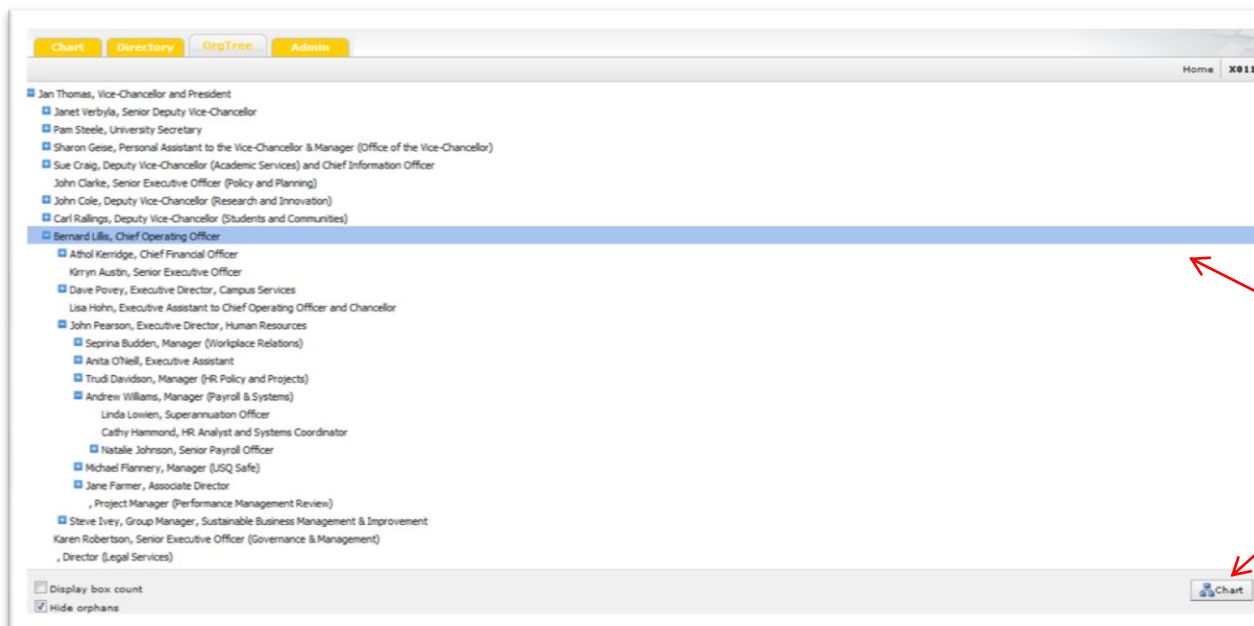
- First Name
- Last Name
- Position
- Division
- Faculty / Section
- Department
- Campus



First Name	Last Name	Position	Faculty / Section	Department	Campus
Jane	Farmer	Associate Director	Human Resources	Human Resources	Toowoomba Campus
Anita	O'Neill	Executive Assistant	Human Resources	Human Resources	Toowoomba Campus
John	Pearson	Executive Director, Human Resources	Human Resources	Human Resources	Toowoomba Campus
Cathy	Hammond	HR Analyst and Systems Coordinator	Human Resources	Human Resources	Toowoomba Campus
Jessica	Millett	HR Officer (Client Services)	Human Resources	Human Resources	Toowoomba Campus
Michelle	Pearce	HR Officer (Client Services)	Human Resources	Human Resources	Toowoomba Campus
Sue	Yonge-Mitchell	Human Resource Officer (Organisational Development)	Human Resources	Human Resources	Toowoomba Campus
Stacey	Saurine	Human Resources Officer (Client Services)	Human Resources	Human Resources	Toowoomba Campus
Maria	Cruickshank	Human Resources Officer (Client Services)	Human Resources	Human Resources	Toowoomba Campus
Kathy	Pratap	Human Resources Officer (Client Services)	Human Resources	Human Resources	Toowoomba Campus
Sarah	Lowry	Human Resources Officer (Client Services)	Human Resources	Human Resources	Fraser Coast Campus
Jo	McDonald	Human Resources Officer (Client Services)	Human Resources	Human Resources	Toowoomba Campus
Sally	Redman	Human Resources Officer (Client Services)	Human Resources	Human Resources	Toowoomba Campus
Margaret	Toleman	Human Resources Officer (Client Services)	Human Resources	Human Resources	Toowoomba Campus
Claire	Ryan	Human Resources Officer (Policy and Projects)	Human Resources	Human Resources	Toowoomba Campus

Select the employee / position and click here to view them in the Chart

OrgTree is a quick way to navigate through USQ's structure. Click on the + and – symbols to expand or collapse the tree.



- Jan Thomas, Vice-Chancellor and President
 - Janet Verbyla, Senior Deputy Vice-Chancellor
 - Pam Steele, University Secretary
 - Sharon Geise, Personal Assistant to the Vice-Chancellor & Manager (Office of the Vice-Chancellor)
 - Sue Craig, Deputy Vice-Chancellor (Academic Services) and Chief Information Officer
 - John Clarke, Senior Executive Officer (Policy and Planning)
 - John Cole, Deputy Vice-Chancellor (Research and Innovation)
 - Carl Rallings, Deputy Vice-Chancellor (Students and Communities)
 - Bernard Lillis, Chief Operating Officer**
 - Athol Kerridge, Chief Financial Officer
 - Kyrin Austin, Senior Executive Officer
 - Dave Povey, Executive Director, Campus Services
 - Lisa Hohn, Executive Assistant to Chief Operating Officer and Chancellor
 - John Pearson, Executive Director, Human Resources
 - Seprina Budden, Manager (Workplace Relations)
 - Anita O'Neill, Executive Assistant
 - Trudi Davidson, Manager (HR Policy and Projects)
 - Andrew Williams, Manager (Payroll & Systems)
 - Linda Lowrie, Superannuation Officer
 - Cathy Hammond, HR Analyst and Systems Coordinator
 - Natalie Johnson, Senior Payroll Officer
 - Michael Flannery, Manager (ISQ Safe)
 - Jane Farmer, Associate Director
 - Project Manager (Performance Management Review)
 - Steve Ivey, Group Manager, Sustainable Business Management & Improvement
 - Karen Robertson, Senior Executive Officer (Governance & Management)
 - Director (Legal Services)

Select the employee / position and click here to view them in the Chart

Contacts:

For access issues, please contact the [ICTS Service Desk](#).

For queries regarding information contained in the charts, please contact your [HR Client Services team](#).