

From: [Santiago, Carlene](#)
To: [Allen, Leesa](#)
Cc: [Giuffre, Grace](#); wenaus@gmail.com; [Lin, Meifeng](#); [Desmond, James L](#)
Subject: RE: New Hire Memo
Date: Friday, May 22, 2020 11:30:11 AM
Attachments: [New Hire Memo US ATLAS - CSI position 202005.pdf](#)
[Postition Description.pdf](#)
[Signed JAF.pdf](#)
[NEO.pdf](#)

Hello Leesa – The NPPS Group is requesting to open a Postdoctoral Associate Position. This position will be 50% US ATLAS and 50% CSI. (the candidate will be based in the Physics Department – Bldg 510) Attached you will find the New Hire Memo (reviewed/approved & signed by CSI BOM), the job description along with the completed JAF & NEO forms signed by Torre. Please do not hesitate to contact me if you should need additional information. Thank you & enjoy the weekend ! Carlene

From: Desmond, James L <desmond@bnl.gov>
Sent: Friday, May 22, 2020 9:18 AM
To: Santiago, Carlene <csantiago@bnl.gov>
Cc: Giuffre, Grace <ggiuffre@bnl.gov>; wenaus@gmail.com; Lin, Meifeng <mclin@bnl.gov>
Subject: Re: New Hire Memo

Ok to proceed.

Thanks,
James L. Desmond III
Business Manager
Physics – Magnet Department
Building 510
631-344-4837

From: "Santiago, Carlene" <csantiago@bnl.gov>
Date: Friday, May 22, 2020 at 8:31 AM
To: James Desmond <desmond@bnl.gov>
Cc: "Giuffre, Grace" <ggiuffre@bnl.gov>, Torre Wenaus <wenaus@gmail.com>, "Lin, Meifeng" <mclin@bnl.gov>
Subject: FW: New Hire Memo

Good Morning Jim – The NPPS Group is requesting to open a Postdoctoral Associate Position. The position will be 50% US ATLAS and 50% CSI but the candidate will be based in the Physics Department. Can you please review/approve/sign the attached New Hire Memo and forward back to me at your earliest convenience. (memo has been reviewed and approved by CSI) Thank You ~ Carlene

From: Giuffre, Grace <ggiuffre@bnl.gov>
Sent: Thursday, May 21, 2020 11:24 PM
To: Santiago, Carlene <csantiago@bnl.gov>
Cc: wenaus@gmail.com; Giuffre, Grace <ggiuffre@bnl.gov>
Subject: FW: New Hire Memo

Hi Carlene,

I approve of the attached and also had our P.I. Meifeng Lin as well as CSI Director review and approve. I added my signature to the PDF.

Please let me know if you need anything further.

Stay well,
Grace

Grace Giuffre
Business Operations Manager
Computational Science Initiative Business Office
Building 725
Upton, NY 11973

631 344-3363 Phone
631 793-8885Cell
ggiuffre@bnl.gov

From: Santiago, Carlene <csantiago@bnl.gov>
Sent: Thursday, May 21, 2020 2:49 PM
To: Giuffre, Grace <ggiuffre@bnl.gov>
Cc: wenaus@gmail.com
Subject: New Hire Memo

Hello Grace – The NPPS Group, from the Physics Department, is requesting to open a Postdoctoral Associate Position. Attached is the New Hire Memo for your review. Can you approve/sign memo and forward back to me at your earliest convenience. Thank You ~ Carlene

Carlene A. Santiago
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