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| **Edited by** | **I'm counting on.** |
| **Ali Sawy al, Qahtani** | **Fahd Abdullah Al,Haqbani** |

**Goal**

**OUTSOURCING PROCEDURE AT THE UNIVERSITY HOSPITAL**

**Beneficiary**

functionary

**Reference**

 Regulations and regulations of the Ministry of Education - University Council Law - Regulations and Regulations of the Ministry of Human Resources and Social Development

Regulations and regulations of the Ministry of Health (employees of the Ministry of Health Sector at the University) - regulations and regulations of the Ministry of Finance.

**Definitions and shortcuts**

APA:Personnel Management

P:Procedure

**Attached documents**

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**Completion time 0 days**

**The degree of confidentiality of the procedure is normal.**

 **Explain the steps**

1- Take the approval of his Excellency the President of the University to form a committee to contract with medical and health cadres from abroad (the beneficiary of the service).

2- Raising to the President of the University in the names of the contracted candidates and the amounts of salaries due for a full term (the beneficiary of the service).

3- Raising the financial management in connection with the amounts of money owed to candidates (beneficiaries of the service).

4- Addressing the Saudi Cultural Attaché in order to terminate the contracting procedures (the beneficiary of the service).

5- Issuing a passenger order to a contractor (Kaddoum) to work at the university (the beneficiary of the service).

6- Filling out a form (appointing a contractor) and attaching qualifications, passport, experience, residence, bank card and direct (beneficiary of the service).

Introducing contractors with a resource system (the beneficiary of the service).