

Human Resources

PAVIR HR is part of PAVIR's service-based culture. We want to help address questions and concerns our employees, their supervisors and principal investigators may have. Like many other facets of our research environment, HR is complex with many regulatory and compliance requirements and regulations. PAVIR employs highly trained and professional HR staff and we encourage you to call us whenever you have a need to address HR related questions.

| Human Resources | |
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| Patrick Richards Director of Finance & Administration | 650 239-2809 |
| Nora Thomas Human Resources Manager | 650 514-6900 |
| Emma D'Ambra Senior Recruiter/HR Generalist | 650 239-2826 |

The HR team supports the organizational philosophy that employment at PAVIR should be free from discrimination and harassment, and that the workplace should provide a safe environment where employees feel productive and valued.

Additional Information

Job Opportunities

Thank you for considering employment opportunities at the Palo Alto Veterans Institute for Research. Please visit the [Careers](#) page to learn more.

Current Employees

Benefit Links Please visit <https://workforcenow.adp.com/> and log in to access current news, policies and information.

Without Compensation (WOC) Appointment Requirements All PAVIR employees are required to have a completed Without Compensation Appointment (WOC) with the VA Palo Alto Healthcare System (VAPAHCS). The WOC appointment consists of background clearance, online trainings, fingerprinting, TB tests, education verification and other components. The WOC appointment is managed by the VAPAHCS Research Administration office.

WOC Appointment Contact Information:

Research Administration (650) 493-5000 x 65410

Email linda.wester@pavir.org

VAPAHCS Research Administration website [RDIS](#).

[Employee Handbook](#)

PIs/Administrators

The PAVIR Human Resources department is available to assist PIs and Administrators with any issues, concerns or questions related to PAVIR employees. Please contact the HR department at hr@pavir.org for further assistance.