

The Human Resources Department is located in Rauch 201. Here are [directions to Bentley](#).

Tel: 781.891.3427

Fax: 781.891.2494 (no resumes, please)

Email relating to employment: HR_Employment@bentley.edu

Email relating to payroll: Payroll_Dept@bentley.edu

Email relating to HRIS: GA_HRSsupport@bentley.edu (no employment or payroll related inquiries, please)

Hours during the academic year:

Monday through Friday, 8:30 a.m. to 4:30 p.m.

Hours during the summer (mid-May to mid-August):

Monday through Thursday, 8:00 a.m. to 5:30 p.m.

Business Partner Assignments

Employees should direct all inquiries initially to their assigned HR Business Partner (except for benefits-related questions). The Business Partner will be able to resolve most issues and, when necessary, will consult with the appropriate specialist on one of the other teams.

Academic Affairs	Contact
ATC and Library	David Hatch
Business Ethics Center	Kelly Kelleher
Cronin Office of International Education	Kelly Kelleher
Department Chairs	Kelly Kelleher
Executive Education	Kelly Kelleher
External Relations and Accreditation Services	Kelly Kelleher
Faculty	Kelly Kelleher
Graduate School/Graduate Admissions	David Hatch
Office of Academic Services	Kelly Kelleher
Registrar	David Hatch
Service Learning Center	Kelly Kelleher
Staff in Academic Departments	Kelly Kelleher
Trading Room	Kelly Kelleher
User Experience Center	Kelly Kelleher
Administration and Finance (except Facilities Management)	David Hatch
Enrollment Management	David Hatch
Facilities Management	Alison Walker
Marketing Programs	David Hatch
President's Office and the Cabinet	George Cangiano
Student Affairs (except University Police)	David Hatch
University Advancement	David Hatch
University Police	Alison Walker