



Who to Call?

Employee Information Contacts

Carla Parrish, Payroll Accountant 919-718-7369 cparr217@cccc.edu

- Payroll administration
- Health, Dental, Life & Vision Insurance Benefits
- Retirement/401k/457 Benefits
- SECU / State Employee Association Benefits
- Disability & Retirement Eligibility and Filing
- Garnishments

Nicole Malott, Payroll Specialist 919-718-7551 nmal0251@cccc.edu

- Travel Authorizations & Travel Reimbursements
- Employment Verifications
- Leave
- Timesheet process / information

Denise Johnson, HR Technician 919-718-7493 dljohnson@cccc.edu

- Address Changes
- Criminal Background Check
- Employee Directory
- Employee Exit Form
- New Hire paperwork
- General Inquiries
- Personnel Files
- Status changes

Valorie Benn, Associate Director of HR 919-718-7423 vbenn159@cccc.edu

- Affordable Care Act
- Disciplinary Process
- Employee Assistance Program
- Family Medical Leave
- Job Announcements
- Selection Process/Interviews/Search Committees
- Shared Leave

Trinity Faucett, Director of HR 919-718-7291 tfauc468@cccc.edu

- Accident Reports/OSHA Reports/Workmen's Compensation
- Contracts
- Grievance & Appeals
- Job descriptions & Organizational charts
- Policy Interpretation
- Recruitment Administration & Compliance
- Salary Administration/Fair Labor Standards Act