|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Applicant’s Name:** | | | |  | | | | | | | |
| **Position Title:** | |  | | | | | | | | | |
| **School/College/Dept:** | | | | |  | | | | | | |
| **Sub Department:** | | |  | | | | | | | | |
| **Name of Person Completing this Form:** | | | | | |  | | | | | |
| **Signature:** |  | | | | | | | | **Today’s Date:** | |  |
|  | | | | | | | | | | | | |
| **Dimensions of the Position** | | | | | | | | | | | | |
| **What Degree is required for this Position?** | | | | | | | **Bachelor’s**  **Master’s**  **First Professional (MD, DMD, etc)**  **PhD** | | | | | |
| **Which field(s) of study is(are) required for this position?** | | | | | | | |  | | | | |
| **How many Years of Experience are required for this Position?** | | | | | | | | | |  | | |
| **Does this position require a certificate, license, or special skills? If yes, please specify:** | | | | | | | | **Yes  No** | | | | |
|  | | | | | | | | | | | | |
| **Summary of Position** | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| **How does the applicant’s Degree and Coursework Relate to the Job Requirements?** | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| **How does the applicant’s Experience Relate to the Job Requirements?** | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| **Detailed List of Essential Functions of Position** | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| **Other Duties and Responsibilities** | | | | | | | | | | | | |
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