

IUP RESEARCH INSTITUTE POSITION VACANCY: REQUEST TO FILL

Position Title (proposed) (If existing position, please provide incumbent's full name):

Department/Project:

Funding Source (if existing sponsored project, provide log # and PI):

Part-time/Full-time: (If part-time provide number of hours per week)

If Limited Term (grant funded, etc), list employment dates:

Immediate Supervisor:

Justification for position:

Proposed Job Description: (Attach separate sheet if necessary)

Requested Search Committee Members (minimum of 3):

(If requesting a waiver or modification of this search process, provide explanation and justification on separate sheet)

Proposed Salary Range:

Submitted by: _____
(Please Print)

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For Human Resources use only:

Received on: _____

Approved by: _____

Status: Posted ____ *Interview* ____ *Filled date:* ____

Failed Search: ____