

REQUEST TO SEARCH AND HIRE

Section 1: General Information on Position (This se	ction to be completed by initia	ting office)	
Department:	RF Project /Task/Award #		
Proposed Hire Date from	Title (official):		
Title (local):	Commitment: F.T	P.T.%	
Proposed Salary	Grade		
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Section 2: APP 1, REQUEST TO SEARCH (to be co			
☐ Search requested: Search # (MA Use)		SEARCH APPROVAL/REVIEW SIGNATURES: Supervisor/Project Director	DATE:
☐Waiver of Search requested: attach justifica waiver and complete Section 3 below.	tion for		2
Person Responsible for Search:		Budget (Andreic)	
Date Position vacated:		Personnel (Nicosia)	
Previous Incumbent:			
Justification:		Employment Opportunities (Krueger)	
		Fiscal Designee (Straut/Foreman)	×
Section 3: APP 2, REQUEST TO HIRE (to be comp	leted by initiating office)		
		HIRE APPROVAL/REVIEW SIGNATURES:	DATE:
Name:		Supervisor	
Address:	<u> </u>		
		Budget (Andreic)	ā.
Phone:		Personnel (Nicosia)	
		Employment Opportunities (Hall)	
		Fiscal Designee (Straut/Foreman)	



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