REQUEST TO RECRUIT FORM

POSITION DETAILS

Position title		Academic title
Department		Campus
Reports to (Name)		Reports to (Title)

Classification   Academic   Professional   Other

Classification level		Type of Academic Role

Allowance / Clinical loading

Work Pattern   Full Time   Part Time   FTE

Term of Contract		If fixed / maximum term, specify duration

Please specify the fixed-term reason

Position (choose one)   New   Vacant

Name of previous incumbent

Replacement - Existing position number

Position Justification

BUDGET DETAILS

If position differs from Department approved budget, please provide justification

Research Project / Grant Account Code	Project Name

RECRUITMENT DETAILS

Advertisement Type

ATTACHMENTS

      Position Description and Selection Criteria