

ADDENDUM TO CROSS-CAMPUS JOB DESCRIPTION

Job Code: _____

Personnel Requisition Number: _____

University Job Title: _____

Department Job Title: _____
(if different from above)

Home Department: _____
(Name and Number)

Supervised by: _____
(Title of Position)

Position specific JOB SUMMARY:

Position specific JOB ACCOUNTABILITIES (in addition to the statements on the Cross-Campus Job Description):

1. E/M/NA: % TIME:

2. E/M/NA: % TIME:

3. E/M/NA: % TIME:

Position specific JOB QUALIFICATIONS:

1.

2.

ADDITIONAL INFORMATION pertinent to this specific position:

SIGNATURES:

Employee: _____ **Date:** _____

Supervisor: _____ **Date:** _____