

**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)

*For Human Resources use only:*

*Received on:* \_\_\_\_\_

*Approved by:* \_\_\_\_\_

*Status: Posted* \_\_\_\_\_