

Strategic Position Review Questionnaire For Staff Positions

1. Explain why position is relevant to the University at this time.	
2. Can the duties and responsibilities be absorbed by another position within your department or division?	
3. Explain why the position cannot be eliminated.	
2. Explain with the position cannot be eliminated.	



Position Title:					
Department:					
Position					
osition Type (Please choose Faculty	, Staff, or Adjunct):				
- Siking Catagom (Planes about Ful	Ltime Dout time or Towns				
osition Category (Please choose Ful	i-time, Part-time, or Temp):				
osting#:					
	Salary				
llary:	Budgeted Benefits Cost:	Total Budget Salary:			
hould the salary be posted? YES	NO				
osition#:	Last Incumbent Name:				
et					
tor	Da	to:			



	Hiring Manager/ Search Chair	
Name:	Email:	Ext.:
	Direct Supervisor	
Name:	Email:	Ext.:
	Department Contact	
Name:	Email:	Ext.:
Human Resources		Date Received
Approva	l to Post Via <u>careers.centralstat</u>	te.edu
Director/Dean		Date Received
Area VP		Date Received
VP Administration & Finance/CFO		Date Received
President (If salary over \$100,000)		Date Received



Complete sections below or attach job description.

Minimum Qualifications:	
Preferred Qualifications:	
Supplemental Questions: (If necessary)	
Required Documents:	
Posting Date:	
Closing Date	
Application:	
Review Start	
Date:	