# APPOINTED STAFF AND FACULTY PERSONNEL REQUISITION FORM

NAU is an Equal Opportunity/Affirmative Action Institution

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| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **General Information (All Positions)** | | | | | | Job Title: | | | Date: | | Academic Rank: | | | Reports to Position# or Name: | | | Financials Dept ID: Fund:  Program: Project: | | | Department: | | | Box #: | | | | Replacement  New Position | For (list all): | | | | | Status:  Faculty | | | Academic Year Only | | Full-time - 40 hours | | | One Year Only | |  | | | Fiscal Year | |  | | | Other \_\_\_ (Indicate length of appointment) | | **Faculty Position Posting Information** | | | | | | **Enter Salary Range:** | | $ to $ | Post amount or no range posted? |  | | **Application Review Date:** | | Review of qualified applicants to begin on (date). | | | |  | | | | | |

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| **Per new recruitment guidelines this information will be entered into PeopleSoft, eREQ system and will route for appropriate authorization.** |