**CHASS HR Services**

**Post Doc Hiring Proposal Request Form**

**(Upload form along with required Applicant Tracking spreadsheet and Telephone References to CPAWS)**

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| --- | --- | --- | --- |
| **Candidate’s First Name** | Click here to enter text | **Candidate’s Last Name** | Click here to enter text |
| **Classification Title** |  | **Working Title** |  |
| **Posting Number**  | Click here to enter text | **Position Number** | Click here to enter text |
| **Department**  | Select an item | **Anticipated Start Date** | Click enter a date |
| **Requested Salary Range***(must be within posted range)* | Click to enter text | **Posting Status** | Select an item |
| **To submit the hiring proposal, the Applicant Tracking spreadsheet must be attached with the second tab complete. Is this attached?** [ ] Yes |

|  |
| --- |
| **Comments/Additional Information** |
| Enter Text |