

**CSC of Eastern Hancock County Job Posting**

Updated 9-22-21

Created By: \_\_\_\_\_

Date: \_\_\_\_\_

Position Title: \_\_\_\_\_

Description (short summary, if desired):

\_\_\_\_\_  
\_\_\_\_\_

Responsibilities/Requirements (only needed if no Job Description available):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is position Permanent, Temporary (include end date) or Sub?: \_\_\_\_\_

Pay Rate (check with HR): \_\_\_\_\_

Start Date for Position: \_\_\_\_\_

Work Days/Times if not Monday-Friday 8 hour day:

\_\_\_\_\_  
\_\_\_\_\_

Education and/or Licensing Qualifications:

\_\_\_\_\_  
\_\_\_\_\_

List Documents Required for Applicants to Submit:

\_\_\_\_\_  
\_\_\_\_\_

Person to send applications to:

\_\_\_\_\_

Date to Begin Publicizing: \_\_\_\_\_

Applications Accepted Until Date (if no date listed, it will state "until filled"): \_\_\_\_\_