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| **POSITION TITLE** |
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| **Reports to** *(who does this employee report to)* |  |  | **Department** |  |

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| **Roles & Responsibilities***Details the job roles and responsibilities. Include the deliverables expected from the employee.* |
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| **Educational Qualifications***Details the targeted educational qualifications the employee should have..*  |
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| **Experience, Trainings and Other Requirements***Details the targeted years of experience and what trainings are expected of the employee. Additional requirements such as driver’s license or soft skills.* |
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