# Monroe County Intermediate School District



Human Resources Department and Legal Counsel

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[www.monroeisd.us](http://www.misd.k12.mi.us)

**REQUEST FOR POSITION POSTING**

Position Requested: Click or tap here to enter text. Replacing:Click or tap here to enter text.

Building Location/District:Click or tap here to enter text.

Work Hours (e.g. 8:00 – 4:00):Click or tap here to enter text. Grade Level: Click or tap here to enter text.

Head Start/GSRP only: Full day [ ]  AM/PM[ ]

Department:Click or tap here to enter text. Supervisor:Click or tap here to enter text.

Reason Needed: Vacancy[ ] New Position [ ]  Transfer [ ]

Reason Needed Explanation: Click or tap here to enter text.

Approved:Click or tap here to enter text. Date: Click or tap here to enter text.

 Assistant Superintendent

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**HUMAN RESOURCES**

Position Posted:       Position Posting Number:

Newspaper Ad:

Union Position:

Other:

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