



CLARK ATLANTA UNIVERSITY

Job Description

Position Title:	
Department:	
Reports To:	

The following statements are intended to describe the general nature and level of work to be performed and are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. All duties listed are essential functions for the position. It is understood that other related duties may be assigned.

General Function (Description):

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Examples of Duties and Responsibilities:

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Knowledge, Skills and Abilities:

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Minimum Hiring Standards:

Education	
Years of Experience	
Years of Management/Supervisor Experience	

Clark Atlanta University is an Equal Opportunity/Affirmative Action Employer