# Position Description

## I. Describe the General Purpose, Scope and Responsibilities of this position

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## II. Job Description

*Please list in order of importance, and in detail, the duties assigned to this position and estimate the percent of time given to each duty over a period of time. Percentages MUST ADD UP TO 100%. Essential duties are why the job was created. They are the basic chores or tasks that must be performed by any incumbent, with or without reasonable accommodation.*

| Essential | Job duties performed | % of time |
|---|---|---|
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| | | |
| | | |
| | Related duties as assigned | 1% |
| | | |
| | | |
| | **Total** | **100%** |

Printed Name of Supervisor

Printed Name of Researcher

Signature of Supervisor Date

Signature of Researcher Date