Maynooth University Research Funded Post Requisition Form

All Appointments are Subject to the Terms of the 'Employment Control Framework for the Higher Education Sector'

Name of Person Requesting Post: _____

Department / Institute of Person Requesting Post: _____

Date of Request: _____

Contact Details of Person Requesting Post:

Email: _____ **Extension / Number:** _____

Requested Position: ↑**Admin**↑**Academic** ☐ **Technical** ☐ **Research / Other**

Job Title of Requested Post: _____

Department Post is attached to: _____

New Post ☐ **Yes** ☐ **No**

If Yes, please state reason for new post: _____

_____

If No, and replacing an existing staff member, please state staff name, staff number and reason for replacement:
_____

_____

Post Type:
☐ **Permanent** ☐ **Temporary**
☐ **Full-Time** ☐ **Part-Time, Please states hours:** _____

Contract Duration (in months): _____

Type of Funding: ☐ **Research**

Business Unit Number: _____ **Sponsor Name:** _____
(Mandatory Field)

Expected Date of Commencement of Post: _____

Type of Advertisement for Post:

☐ **Maynooth Website - (Internal)** ☐ **Euraxess** ☐ **Naturejobs**
☐ **Maynooth Website - (External)** ☐ **University Vacancies** ☐ **HEAnet**

☐ **Other - please state:** _____

Comments: