



Facilities Human Resources Office
103 Mendenhall-Building A
Tallahassee, Florida 32306
Phone: 850-644-1942 Fax: 850-644-2281

Request To Advertise

Submit Date

By clicking the acknowledgment, I am affirming that the position description (PD) has been updated within the last three years and the department has reviewed the PD for accuracy and agrees with posting this position. Acknowledged

Position Type:

Position Name & Number:

Supervisor Name:

Department:

Department Head Name:

Requestor Name:

Requestor Email:

Requestor Phone #:

Interview Committee Names:

Duration of Posting:

Additional Notes/Preferences:

Please submit this request to the fac-recruiting@fsu.edu email address or hand deliver to Mendenhall A, suite 103.

Department Head Signature

Mike Jednak, AVP, Facilities