

Requests to post a faculty position funded in any part from state funds require approval from the Dean and the respective Sr. Vice President and then must be routed to Human Resources Services for final approval. Completed forms may be e-mailed to [employment@ufl.edu](mailto:employment@ufl.edu) or faxed to 352.846.0668.

Department: \_\_\_\_\_ College/VP Area: \_\_\_\_\_

Position Title: \_\_\_\_\_ Position Number: \_\_\_\_\_

Funding Source:  State  Grant  Auxiliary  Other \_\_\_\_\_  
Check all that apply

Contact Name: \_\_\_\_\_ Contact Title: \_\_\_\_\_

Contact e-mail: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Please provide justification for your request below:

Department Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Dean/VP Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Senior VP Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Human Resources Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please fax completed form to Recruitment and Staffing at (352) 846-0668