 **POSITION ANNOUNCEMENT**

**Position Title:**

**Summary:**

**Required Qualifications and Education:**

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**Preferred Qualifications and Education:**

**Responsibilities – Essential Functions:**

**Responsibilities – Non-Essential Functions:**

**Salary:** Commensurate with experience or include range (if range is listed, we can only offer in that particular salary range)

**Department/Division:**

**Campus:**

**How To Apply:** Apply online at [jobs.gvsu.edu](http://jobs.gvsu.edu/)and select "Apply now".  Please include a cover letter and resume. The online application will allow you to attach these documents electronically.  On the application, you will be required to provide names, phone numbers, and e-mail addresses for three professional references. If you have questions or need assistance, call Human Resources at 616-331-2215.

**Application Deadline Date:**  Enter length of time you would like this posted.(ex 2 weeks, etc…)

**Allendale, Michigan 49401 - (616) 331-5000**

**For more information about Grand Valley, see our website at** [www.gvsu.edu](http://www.gvsu.edu)

**Grand Valley State University is an EOE which includes protected veterans and individuals with disabilities. See** [**http://www.gvsu.edu/affirmative/**](http://www.gvsu.edu/affirmative/)**. TDD Callers: Call Michigan Relay Center 1-800-649-3777.**