

POSTDOCTORAL ASSOCIATE APPOINTMENT NOTICE

CHANGE IN EXISTING JOB
CHANGE IN ACCOUNT CODE ONLY

CONTACT NAME: _____ PHONE#: _____

EFFECTIVE DATE (YYYY-MM-DD)		EMPLOYEE: FIRST NAME	MIDDLE NAME	LAST NAME	EMPLOYEE ID NUMBER
BIRTHDATE (YYY-MM-DD)		GENDER		SIN	
COUNTRY		ADDRESS			
CITY		PROVINCE	POSTAL CODE		
ACTION	REASON CODE	APPT END DATE (YYYY-MM-DD)	DEPARTMENT		DEPT.CODE
JOB TITLE POSTDOCTORAL ASSOCIATE			JOB CODE V9802		
SUPERVISOR (FIRST) (MIDDLE) (LAST)			SUPERVISOR ID# (P/R USE ONLY)		

JOB STATUS T/F		STANDARD HOURS WORKED: 42	E.E TYPE: S	MONTHLY RATE:	
ACCOUNT CODE #1:			ACCOUNT CODE #2:		

CITIZENSHIP COUNTRY	CITIZENSHIP STATUS (IF EMPLOYMENT/STUDENT AUTHORIZATION HOLDER ATTACH COPY OF DOCUMENT)	
AUTHORIZATION NUMBER	AUTH. START DATE (YYYY-MM-DD)	AUTH. START END (YYYY-MM-DD)

DEGREE 1 (PHd)	COUNTRY	PROVINCE (IF IN CANADA)	DOCTORAL DEGREE MAJOR
YEAR GRANTED (YYYY-MM-DD)		UNIVERSITY	

COMMENTS

DEPARTMENT AUTHORIZATION DATE

DEAN'S AUTHORIZATION DATE

SGPS AUTHORIZATION DATE

ER #

P/R