



# Jefferson Science Associates

Thomas Jefferson National Accelerator Facility

## JSA/JLAB – POSITION DESCRIPTION

HR Form 207.01 (C&B 4/99)

**POSITION TITLE**

Number\_\_\_\_\_

**CLASSIFICATION:**

Last Revised:\_\_\_\_\_

**INCUMBENT:**

**REPORTS TO:**

**DIVISION:**

**DEPARTMENT:**

**Position Summary:** *(A concise statement of work performed and its purpose.)*

**Specific Duties and Responsibilities:** *(List in order of importance to the job. )*

**Environmental Health & Safety Responsibilities:**

**Personnel Sensitive**

**Management/Supervisory/Lead Responsibilities:**

**Internal/External Contacts:**

Internal -

External -

**Qualifications:** *Identify all items in the headings below which are necessary to the satisfactory performance of the job.*

Knowledge, Skills, Abilities:

Education and Experience:

Physical Requirements:

**Approvals:**

\_\_\_\_\_  
Manager/Supervisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Compensation and Benefits

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Incumbent

\_\_\_\_\_  
Date

**Incumbent signature to be obtained after approval from Compensation and Benefits. The incumbent signature acknowledges the incumbent has reviewed and understands his/her position description.**

