

# JOB ANALYSIS

DATE: \_\_\_\_\_  
PREPARED BY: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DEPARTMENT: \_\_\_\_\_

## JOB RESPONSIBILITIES

Job Title:	Reporting To:
Major Responsibilities:	
Minor Responsibilities:	

## EDUCATION/EXPERIENCE REQUIRED


## GOALS/OBJECTIVES OF POSITION


## KNOWLEDGE/SKILLS REQUIRED


## RELATIONSHIPS

Number of People Supervised:	Reporting To:

## PHYSICAL REQUIREMENTS


## SPECIAL PROBLEMS/HAZARDS
