

## Contents of job descriptions

### Job description

1. Name:
2. Position:
3. FEOR:
4. Employment:
5. Job Title:
6. Classification:
7. Qualification and Educational Requirements for the Given Job:
  - a. Educational Attainment:
  - b. Other Requirements:
8. Name of the Organization/Organizational Units:
9. Place of Work:
10. the person exercising employer rights:
11. Direct Supervisor:
12. Direct Subordinates:
13. Substitution:
14. Job description:
  - a. Teaching Activities:
  - b. Research Activities:
  - c. Other Teaching-Related Activities: 15.
- Duties (based on ... FEOR :
  - a. Other Duties Related to the Job: b. School Community Activities:
  - c. Committee Memberships:
  - d.
- Assignments:
16. Schedule:

Issued Budapest, .....

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Employer:

Acknowledged:

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Employee: