



## JOB DESCRIPTION

State Form 52468 (12-05)

This document is used to provide a basic description of essential duties and other work elements.

<b>Employee Name:</b>		
<b>Agency:</b>		<b>BU:</b>
<b>Division:</b>	<b>Section/District:</b>	
<b>Job Title:</b>		<b>Job Code:</b>
<b>Working Title (if different from above):</b>		
<b>Reports To:</b>		
<b>FLSA Status:</b> <input type="checkbox"/> Non-Exempt (OT Eligible) <input type="checkbox"/> Exempt		<b>Effective Date :</b>

**Purpose of Position/Summary:**

**Essential Duties/Responsibilities:**

**Job Requirements:**

**Supervisory Responsibilities/Direct Reports:**

**Difficulty of Work:**

**Responsibility:**

**Personal Work Relationships:**

**Physical Effort:**

**Working Conditions:**