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|  | Центр содействия трудоустройства выпускников "Перспектива" ГПОУ "Кузнецкий индустриальный техникум" | ДОГОВОР – ЗАЯВКА  на подбор персонала |

**ОПИСАНИЕ ВАКАНТНОЙ ДОЛЖНОСТИ**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **Название вакантной должности:** | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Количество вакансий:** | | | | | | |  | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | |
| **Вид выполняемых работ:** | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | |
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| **УСЛОВИЯ РАБОТЫ** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Официальное трудоустройство:** | | | | | | | | | | | | | | | | |  | | | € предоставляется € не предоставляется | | | | | | | | | | | | | | | | | | | | |
| **График работы:** | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Командировки:** | | | |  | | | | | € предполагаются € не предполагаются | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Предоставляемые льготы:** | | | | | | | | | | | | | € обучение € питание €служебный транспорт | | | | | | | | | | | | | | | | | | | | | | € другое | | | |
| **Компенсации:** | | | € транспортные расходы € услуги сотовой связи | | | | | | | | | | | | | | | | | | | | | | | | | | | € другое | | | | | |  | | | | | |
| **Продолжительность испытательного срока:** | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | **месяц(а)** | | | | |  | | | |
| **Уровень заработной платы:** | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Перспективы служебного роста:** | | | | | | | | | | | | | | |  | | | | | | |  | | | | | | | | | | | | | | | | | | | |
| **ТРЕБОВАНИЯ К КАНДИДАТАМ** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Выпускники (студенты), каких специальностей, профессий представляют наибольший интерес:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | |
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| **Опыт работы:** | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **Профессиональные знания и навыки, предъявляемые к кандидату:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | |
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| **Личностные качества:** | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Иностранные языки:** | | | | | | | |  | | | | | | | | | | | | | | | | | **Уровень владения:** | | | | | | | | |  | | | | | | | | |
| **Уровень владения компьютером:** | | | | | | | | | | | | | | | | | |  | | | | | | | | **Программы:** | | |  | | | | | | | | | | | | | |
| **Дополнительные требования:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **ИНФОРМАЦИЯ ОБ ОРГАНИЗАЦИИ** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Название организации:** | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Сфера деятельности организации:** | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | |
| **Персона для контактов (Ф.И.О., должность)** | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | |
| **Адрес организации:** | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Телефон:** | |  | | | | | | | | | | | | | | | | | | | | | | | | | **Факс:** | | | | |  | | | | | | | | | | |
| **E-mail:** |  | | | | | | | | | | | | | | | | | | | | | | | | | | **Сайт:** |  | | | | | | | | | | | | | | |

***Заказчик*** ***Исполнитель***

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(подпись, ф.и.о.) (подпись, ф.и.о.)

М.П. М.П.

«\_\_\_\_» \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_20\_\_\_г. «\_\_\_\_» \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_20\_\_\_г.