

**SAINT JOSEPH'S COLLEGE
POSITION DESCRIPTION**

Position Title:

Department:

Reports To:

Classification:

Revision Date:

Job Purpose:

Essential Results:

Priority	%of Time	Result
-----------------	---------------------	---------------

Essential Knowledge, Skills and Experience:

Mental Demands:

Physical Demands:

Supervision and Scheduling Demands:

Environmental Conditions:

Equipment:

College standard	ongoing	Consistently contributes to our value-centered environment by supporting and behaving in ways that demonstrate commitment to the College’s values of excellence, respect, integrity, compassion, community, justice and faith.
College standard	ongoing	Consistently works collaboratively with co-workers within the department and across the campus by maintaining a positive problem solving attitude, listening and respecting the competing demands of others, and working toward the best solution for the College.
College Standard	ongoing	Contributes to the College’s commitment of safety by using safe work habits, using ergonomics, and proper lifting and biohazard protocol as appropriate. Complete annual safety training.

All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

Some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves and others.

This position description in no way states or implies that these are the only duties to be performed by the employee occupying the position. Employees will be required to perform other job-related duties as required by their supervisor.