



**Saint Mary's  
University**

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**REASON FOR EMPLOYMENT REQUISITION:**

**SECTION A:**

**Permanent Replacement:**

Permanent funding already exists and the vacancy occurs due to an employee leaving Saint Mary's University. A vacancy is an opportunity for reassessment of job responsibilities. Vacant positions need to be reviewed in accordance with the [Job Evaluation Policies & Procedures](#).

**New Positions:**

Permanent funding has been approved (generally through the annual budget process) for the creation of a new

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