**Job Posting Form**

**For School Principal & Teacher job postings, please return to Mary Tepley at** [**mtepley@buffalodiocese.org**](mailto:mtepley@buffalodiocese.org)

**For all other job postings, please return to Lindsay Gibson at** [**lgibson@buffalodiocese.org**](mailto:lgibson@buffalodiocese.org)

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| --- | --- |
| Date Posted: |  |

|  |  |
| --- | --- |
| Send resume to: | Name:  Address:  Email: |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Type of Employment: | Summer: | Part-Time : | If part-time, # of  hours per week | Full-Time: |

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| --- | --- |
| Job Title of Open Position: |  |

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| --- | --- | --- |
| Salary: |  | Salary will be: hourly  other |

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| --- | --- | --- | --- |
| Employer: |  | Department |  |

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| --- | --- |
| Location Address: |  |

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| Employer website: |  |

**Brief Job Description**

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**Essential Duties & Responsibilities**

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**Qualifications: Required Education/Experience**

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**Desired Skills**

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E.O.E.

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| How to Apply: | By Mail  E-Mail  Fax  as above, no later than **XX/XX/XXXX** |