## Internal Recruitment Form

**To:** The Honorable Secretary General of the Research Chairs Council **May God protect her.**

I hope that Your Excellency will approve the recruitment of / ......................................... who holds a degree in / ................................ and is of nationality / ............................., with a specialization in / ....................................... to work in the Chair for the following position:

|  |  |
| --- | --- |
| **Position** | **Academic Degree** |
|  | Consultant for the Chair |  | Assistant Professor |  | Associate Professor |  | Professor |
|  | Researcher |  | Bachelor's degree |  | Master's degree |  | PhD |
|  | Research Assistant |  | Bachelor's degree |  | Master's degree |  |  |
|  | Administrative |  | Secretary |  | Coordinator |  | Accountant |
|  | Other |  |  |  |  |  |  |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

According to the following proposed terms:

1. .............................................................................................................
2. .............................................................................................................
3. .............................................................................................................

This is due to her distinguished experience in the same field of specialization as the Chair.

With my best regards,

Professor of the Chair

Prof./ Dr. ............................................................

Signature: ....................................................

Date: ...................................................

**Endorsement:**

 § Disapproved. The request is returned to the Chair Professor for the following reasons:

 · ...................................................................................

 · ...................................................................................

§ Approved for recruitment. Please forward to the University's Recruitment Officer.

**To:** The Honorable Recruitment Officer at the University **May God protect her.** I hope you will take the necessary steps to recruit the aforementioned individual in accordance with the above data, and please inform the General Secretariat.

General Secretary of the Research Chairs Council