

## POSITION FOR VACANCY

"[INSERT DATE]"

# SAMPLE

All candidates interested in applying for the position and have the skillset and attributes as outlined in this advertisement, must apply my means of "[Insert Method of Application]". For you to be considered for this vacancy, please ensure that your application is submitted on or before "[Insert Date]".

### DETAILS:

Position / Title Available: "[Insert Date]"

Department / Branch: "[Insert Date]"

Salary Expectation (If Applicable): "[Insert Date]"

### Job Description:

"[Insert Details]"

### Key Areas of Responsibility:

"[Insert Details]"

### Technical Skills Required:

"[Insert Details]"

**Personal Attributes Required:**

"[Insert Details]"

**Qualifications Required:**

"[Insert Details]"

Company Contact Details for queries:

"[Insert Details]"

**SAMPLE**

**PAGE**

**VIEW**