



**Community College of Aurora
Personnel Office**
16000 E. CentreTech Parkway, Suite A207
Aurora, Colorado 80011
(303) 361-7371

Temporary Appointment Project Specialist*

*Job description required for processing.

Name _____ S# _____
Last First Initial

is hereby offered a **TEMPORARY APPOINTMENT** with the Community College of Aurora as Project Specialist.
Your gross salary for this **APPOINTMENT** will be \$ _____.

For the period beginning _____ and ending _____

The COLLEGE and APPOINTEE mutually agree (see job description below):

1. That this APPOINTMENT may be terminated with or without cause by either party at anytime. Further, this appointment is subject to the laws of the State of Colorado, the State Fiscal Rules, and College Policies as they now exist or as they may later be amended.
2. This APPOINTMENT cannot extend beyond June 30 of the present fiscal year.

I hereby accept employment with the Community College of Aurora subject to the terms and conditions stated above.

Date Appointee's Signature Date Department Vice President

Date Cost Center Administrator Date Director of Personnel

Date Supervisor Date Vice President of Administrative Services

Cost Center	Object Code	Cost Center	Object Code
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

JOB DESCRIPTION

TO BE COMPLETED BY PERSONNEL

_____ Biweekly installments commencing _____ and ending on _____