



# MIT Sloan School of Management

## Request to Post Form

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### I. Introduction

Date: 9 October 2019

Hiring Manager: Will Hedglon

Position to be Filled: Systems Engineer

HR Recruiter: Tracie Hague

Expected Hire Date: 1 December 2017

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### II. Vacancy information

Type of Appointment:  Regular  Term Appointment (End Date: \_\_\_\_\_)  
 Support  Administrative  SRS Administrative  
 Full-time  Part-time (# of hours or % effort \_\_\_\_\_)

Will this person have responsibility for managing people?  Yes  No

Previous Incumbent: Name: Mark Sarcevicz Separation Date: N/A

Replace at:  Same Level  Higher Level  Lower Level

If a New Slot:  Approved from Annual Budget process  
 Other Approval Process. Please attach documentation.

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### III. Rationale for Filling Position

Please indicate the critical need to fill this position.

STS IOS operates a significant number of mission critical linux systems. At this time there is no one dedicated to supporting these systems.

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What alternatives have you considered?

None

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#### IV. Budget/Salary Information

Salary of Previous Incumbent: \$92,700

Expected Salary Range of Offer (To be Completed by Sloan HR): 65-75k

Budget Distribution:

Unit	Cost Object	%

Budget Impact:     Lower                       Neutral                       Higher

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***Please be sure to attach the approved job description,  
250 word job ad and organizational chart.***

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#### V. Authorization/Approval Signatures for Posting

Hiring Manager: \_\_\_\_\_ Date: \_\_\_\_\_

Hiring Manager's Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

Hiring Manager's Unit Dean: \_\_\_\_\_ Date: \_\_\_\_\_

Sloan Finance: \_\_\_\_\_ Date: \_\_\_\_\_

Sloan HR: \_\_\_\_\_ Date: \_\_\_\_\_