

Must be submitted on Club Headed paper

Mandate PAD # _____

COMET ID # _____ (Mandatory for roles that require GV/SG)

Name of Club _____ Date submitted _____

Name of employee _____ : Open _____

Job Title _____ : Review Date _____

Department:	
Function/ Position:	
Superior	
If absent, Replaced by	
Replaces, If absent	

Responsibilities/ Duties

Competencies

Qualifications _____

Year obtained _____ Valid until _____

Awarding Body _____

Location course completed _____

CPD _____

The above person has been mandated by the club, and has agreed to carry out the duties of the above position as specified in the above job description for this position. The person will fill this position from _____ until _____ [End date].

Signed: _____ **Date:** _____
[Position Holder]

Signed: _____ **Date:** _____
[Authorised Signatory]