**Placement Description Template**

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| **Job title:** | **Location:** |
| **Start date:** | **Hours (full time / part time):** |
| **Salary (per hour / pro rata):** | **Duration (3 / 6 / 12 months):** |

**Company overview:**

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|  |

**Description of role (including responsibilities):**

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**Candidate requirements:**

*Essential:*

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|  |

*Desirable:*

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**Any other information (optional):**

**Pre-screening questions (optional):**

1. Question 1
2. Question 2
3. Question 3
4. Question 4
5. Question 5

*Please return the completed document to Nicola Taylor, Project Manager – nicola.taylor@scotlandis.com*