position_description

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Type a position name, if known. Click Retrieve.

If the position name is not known, click .

● The Positions dialog box is displayed with a list of all positions.

● To search for specific positions, type data in the desired search fields.

● Click Search.

● A list of data that matches the search criteria is displayed.

● Select a position name from the list. Otherwise, click Cancel.

● The position Description field in the top grid is only enabled for editing if the Allow CYR Position Description Changes (Admin only) field is selected on the Options > PMIS District Options page in District Administration.

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