**แบบ ปช.๐๗**

**แนบท้ายประกาศมหาวิทยาลัยราชภัฏเชียงใหม่**

**เรื่อง หลักเกณฑ์และวิธีการกำหนดระดับตำแหน่งและการแต่งตั้งพนักงานมหาวิทยาลัย
ให้ดำรงตำแหน่งสูงขึ้น**

**ประกาศ ณ วันที่ ๔ ตุลาคม พ.ศ. ๒๕๖๐**

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 **แบบคำขอรับการประเมินเพื่อแต่งตั้งบุคคลให้ดำรงตำแหน่งสูงขึ้น**

**ตำแหน่งประเภทวิชาชีพเฉพาะหรือเชี่ยวชาญเฉพาะ**

**กรณีปฏิบัติหน้าที่หัวหน้าหน่วยงานที่มีลักษณะใช้วิชาชีพและไม่ได้ใช้วิชาชีพ**

**ระดับชำนาญการที่ปฏิบัติหน้าที่หัวหน้าหน่วยงาน**

**มหาวิทยาลัยราชภัฏเชียงใหม่**

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| **ส่วนที่ 1** **ข้อมูลเบื้องต้นของผู้ขอรับการประเมิน** |
| 1. ชื่อ/สกุล....................................................................................................................................................
2. ตำแหน่ง........................................................ระดับ................................ตำแหน่งเลขที่............................
3. สังกัด/คณะ/วิทยาลัย/สถาบัน/สำนักงาน/กอง........................................................................................
4. ค่าจ้าง.......................................................บาท (ปีงบประมาณ พ.ศ........................................)
5. ขอรับการประเมินเพื่อแต่งตั้งให้ดำรงตำแหน่งประเภทวิชาชีพเฉพาะหรือเชี่ยวชาญเฉพาะ

กรณีปฏิบัติหน้าที่หัวหน้าหน่วยงานที่มีลักษณะใช้วิชาชีพและไม่ได้ใช้วิชาชีพระดับชำนาญการที่ปฏิบัติหน้าที่หัวหน้าหน่วยงาน หัวหน้างาน............................................................. สังกัด.......................................................................1. ประวัติส่วนตัว

เกิดวันที่............เดือน......................พ.ศ............ อายุ.........ปี 1. ประวัติการศึกษา (เรียงจากวุฒิสูงสุดตามลำดับ)

 คุณวุฒิ สาขา ปี พ.ศ.ที่ได้รับ สถานศึกษา ............................. ................................. ................... ........................................ ............................. ................................. ................... ........................................ ............................. ................................. ................... ........................................ ............................. ................................. ................... ........................................ฯลฯ๘. ประวัติการปฏิบัติราชการ ๘.๑ วันที่เริ่มปฏิบัติราชการ....................................................... ๘.๒ ปัจจุบันดำรงตำแหน่ง......................................................... ระดับ............................................... ได้รับการแต่งตั้งเมื่อวันที่................................................... ๘.๓ อายุราชการ................ปี ..............เดือน๙. ประวัติการฝึกอบรมหรือดูงาน วัน เดือน ปี ระยะเวลา รายการฝึกอบรม/ศึกษาดูงาน หน่วยงาน ............................. .............................. ........................... ............................................................. .............................. ........................... ............................................................. .............................. ........................... ............................................................. .............................. ........................... ................................ฯลฯ1. ประสบการณ์พิเศษในการทำงาน

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| **ส่วนที่ 2** **หน้าที่ความรับผิดชอบของตำแหน่งในปัจจุบัน** |
| 1. หน้าที่ความรับผิดชอบตามที่ปรากฏในโครงสร้าง ทั้งนี้ให้แนบรายละเอียดดังนี้
2. แผนภูมิการแบ่งส่วนราชการและลักษณะงานที่ปฏิบัติอย่างย่อ ๆ
3. แผนภูมิอัตรากำลังตามโครงสร้าง
4. หน้าที่ความรับผิดชอบพิเศษที่ได้รับมอบหมายอื่น ๆ

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| **ส่วนที่ 3 ผลสัมฤทธิ์ของงานตามตัวชี้วัดของตำแหน่งที่ครองอยู่**  |
| 1. มีผลสำเร็จของการบริหารงานตามภาระงานที่ได้รับมอบหมาย

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| **ส่วนที่ 4 ความรู้ ความสามารถ ทักษะ และสมรรถนะที่จำเป็นสำหรับตำแหน่งที่จะประเมิน**  |
| 1. มีวุฒิการศึกษาระดับปริญญา และสามารถนำองค์ความรู้ที่ศึกษามาใช้ในการปฏิบัติหน้าที่ราชการได้ มีความรู้ความสามารถ ความชำนาญงาน ทักษะ และประสบการณ์สูงเฉพาะด้านหรือเฉพาะทาง โดยใช้หรือประยุกต์หลักการ เหตุผล แนวคิด วิธีการปฏิบัติงาน หรือพัฒนางานในหน้าที่ หรือแก้ไขปัญหาที่มีความยุ่งยากและมีขอบเขตกว้างขวาง

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2. สามารถใช้คอมพิวเตอร์ในระดับเบื้องต้นได้ และสามารถใช้โปรแกรมขั้นพื้นฐานได้อย่างคล่องแคล่ว

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| **ส่วนที่ 5** **คำรับรองคำขอประเมินและความเห็นของผู้บังคับบัญชา** |
| 1. คำรับรองและความเห็นของผู้บังคับบัญชา

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