**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   กรณีปฏิบัติหน้าที่หัวหน้าหน่วยงานที่มีลักษณะใช้วิชาชีพและไม่ได้ใช้วิชาชีพ ระดับชำนาญการที่ปฏิบัติหน้าที่หัวหน้าหน่วยงาน  หัวหน้างาน............................................................. สังกัด.......................................................................   1. ประวัติส่วนตัว   เกิดวันที่............เดือน......................พ.ศ............ อายุ.........ปี   1. ประวัติการศึกษา (เรียงจากวุฒิสูงสุดตามลำดับ)   คุณวุฒิ สาขา ปี พ.ศ.ที่ได้รับ สถานศึกษา  ............................. ................................. ................... ........................................  ............................. ................................. ................... ........................................  ............................. ................................. ................... ........................................  ............................. ................................. ................... ........................................  ฯลฯ  ๘. ประวัติการปฏิบัติราชการ  ๘.๑ วันที่เริ่มปฏิบัติราชการ.......................................................  ๘.๒ ปัจจุบันดำรงตำแหน่ง......................................................... ระดับ...............................................  ได้รับการแต่งตั้งเมื่อวันที่...................................................  ๘.๓ อายุราชการ................ปี ..............เดือน  ๙. ประวัติการฝึกอบรมหรือดูงาน  วัน เดือน ปี ระยะเวลา รายการฝึกอบรม/ศึกษาดูงาน หน่วยงาน ............................. .............................. ........................... ................................  ............................. .............................. ........................... ................................  ............................. .............................. ........................... ................................  ............................. .............................. ........................... ................................  ฯลฯ   1. ประสบการณ์พิเศษในการทำงาน   .........................................................................................................................................................................  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| **ส่วนที่ 2** **หน้าที่ความรับผิดชอบของตำแหน่งในปัจจุบัน** |
| 1. หน้าที่ความรับผิดชอบตามที่ปรากฏในโครงสร้าง ทั้งนี้ให้แนบรายละเอียดดังนี้ 2. แผนภูมิการแบ่งส่วนราชการและลักษณะงานที่ปฏิบัติอย่างย่อ ๆ 3. แผนภูมิอัตรากำลังตามโครงสร้าง 4. หน้าที่ความรับผิดชอบพิเศษที่ได้รับมอบหมายอื่น ๆ   .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  ......................................................................................................................................................................... .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  ......................................................................................................................................................................... .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  ......................................................................................................................................................................... .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  ......................................................................................................................................................................... |
| **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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| **ส่วนที่ 5** **คำรับรองคำขอประเมินและความเห็นของผู้บังคับบัญชา** |
| 1. คำรับรองและความเห็นของผู้บังคับบัญชา   .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................    ลงชื่อ...................................................ผู้อำนวยการกองหรือเทียบเท่า  (..................................................)  ตำแหน่ง......................................................  วันที่..........เดือน.............................พ.ศ...............   1. คำรับรองและความเห็นของผู้บังคับบัญชา   .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  .........................................................................................................................................................................  ลงชื่อ.....................................................คณบดี หรือผู้อำนวยการ  หรือผู้ช่วยอธิการบดี  หรือรองอธิการบดีที่กำกับดูแล  (..................................................)  ตำแหน่ง......................................................  วันที่..........เดือน.............................พ.ศ............... |