附件一：

工作任务书

聘方授权\_\_\_\_\_\_（学院）与\_\_\_\_\_\_(受聘方)签订本工作任务书，受聘方在本聘期的工作任务包括以下方面：

1. 教学与人才培养工作

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1. 教研科研工作

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1. 学术交流与合作工作

........

1. 获奖及社会服务

........

1. 其他

........

学院： (院长签字、公章)

日期：

受聘方：

日期：

ScheduleⅠ

**Job Description**

The Employer hereby authorizes (name of Faculty) to sign this *Job Description* with (name of the Employee). The Employee’s work tasks include, but are not limited to, the following:

I. Teaching and other related tasks

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II. Research related tasks

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III. Academic exchange and cooperation tasks

…

IV. Social services

…

V. Others

…

|  |  |
| --- | --- |
| Faculty: (Signature of the Dean and Official Seal) | Employee: |
| Date: | Date: |