## UNIVERSITY of DUBUQUE

JOB TITLE:	DODDS SUPERVISOR
Department:	Admission
Location:	Charles & Romona Myers Center (MTAC)
Supervisor Name:	Ryan England
Supervisor Phone Number:	563.589.3930
Supervisor Email:	rengland@dbq.edu
Job Responsibilities:	<ul> <li>Directly supervises all DODDS Recruiters</li> <li>Facilitates work flow</li> <li>Organizes and maintains an accurate schedule for all DODDS Recruiters</li> <li>Works directly with the International Admission Counselor to receive guidance</li> </ul>