

JOB TITLE:	RECRUITING DATA ENTRY
Department:	Athletics
Location:	Mercer Birmingham Hall (MBIR)
Supervisor Name:	Miles Hookstead
Supervisor Phone Number:	563.589.3209
Supervisor Email:	mhookstead@dbq.edu
Job Responsibilities:	<ul style="list-style-type: none">• Email recruits• Add recruit information to database• Recruiting quality control