

Surname and first name:
Kind of occupation:
Medical University of Vienna Organisational Unit:

To
Department of Human Resources
and Human Resources Development
Medical University of Vienna
Spitalgasse 23
1090 Vienna

Notice of Additional Occupation

- As of: _____ I will not carry out any additional occupation. ¹⁾
 I intend to carry out the following additional occupation(s): ²⁾

Type:	
When: (starting from, at what times?)	
Where: (address)	
Extent: (weekly hours)	
Date:	Signature of Employee:

¹⁾ In case any additional occupation is taken up at a later date, the Department of Human Resources and Human Resources Development has to be informed immediately via the official channels.

²⁾ **Comment of the Head of the Organisational Unit:**

→ Attention: For any additional occupation exceeding five weekly hours a detailed comment is required even if there are no conflicting reasons.

- The above stated additional occupation does not interfere with the above mentioned employee's professional activities, does not arouse suspicion of prejudice or perils any other fundamental official interests.
 The following reasons are in disfavour of this additional occupation:

Reasons and comments respectively:	
Date:	Signature Head of Organisational Unit and seal:

Please tick where applicable
Single copy