## **Travel Officer**



## 1 Definition

As defined in the approved People Portfolio Position Descriptions and are part of the Travel Office, but includes an officer who arranges specific travel arrangements not supported by the Travel Office. The Cardholder's People Portfolio Position Description will include the duties of a travel officer, with the specific task of purchasing travel and travel related services.

## 2 References

UniSQ Defined.

## 3 Definition Information

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