

School District of Lodi

RECOMMENDATION FOR EMPLOYMENT

CANDIDATE INFORMATION

Name <i>(First, Last, MI Required)</i> :		Social Security #:	
Address:		Birthdate <i>(Required)</i> : ____/____/____	
City/State/Zip:		<input type="checkbox"/> Male	
Home Phone:	Work Phone:	<input type="checkbox"/> Female	

POSITION INFORMATION

Position Description/Title:

PROFESSIONAL STAFF	Position:	<input type="checkbox"/> Administrator <input type="checkbox"/> Teacher	SUPPORT STAFF / COACH	Position:	<input type="checkbox"/> EA <input type="checkbox"/> Secretary <input type="checkbox"/> Maint <input type="checkbox"/> Coach <input type="checkbox"/> Other: _____	<input type="checkbox"/> Sp.Ed. EA <input type="checkbox"/> Custodian <input type="checkbox"/> Cook	
	Current Degree:	<input type="checkbox"/> Bachelors <input type="checkbox"/> Masters		Salary Schedule Step:			
	Credits beyond degree:	____ Post Grad. Credits		Coach	Years Exp.	Pay Step	
	Prior Professional Years Experience:	____ Years (detailed on resume)		First day of work: Schedule:	____/____/____ M--T--W--Th--F ALL		
	FTE:			Starting Time:			
	First day of work:			Ending Time:			
	Time started:	_____ .m.		# Hours per Day			

Budget Code: _____

☛ Please attach all pertinent forms such as resume, application, license, transcripts, credentials for District file.

HIRING PROCESS

Number of Applicants:	Rate Supply of Applicants: <input type="checkbox"/> Extreme Shortage <input type="checkbox"/> Slight Shortage <input type="checkbox"/> Supply Normal to Demand <input type="checkbox"/> Slight Oversupply <input type="checkbox"/> Extreme Oversupply
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# of Candidates Interviewed:	Gender Distribution of Candidates: ____ Male ____ Female
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Describe Interview/Hiring Process (format/scales used, etc.)

Candidate's Strengths:

Candidate's Experience:

Administrator Recommending this Candidate:

Approval: <input type="checkbox"/> District Administrator Date ____/____/____ <input type="checkbox"/> BOE (Prior approval given by _____ (Formal approval to be at BOE meeting scheduled for	<input type="checkbox"/> Background Check Date ____/____/____ Date ____/____/____
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