



**Recommendation to Hire
(Contracted)**

TO: Human Resources

FROM: *(Check all that apply)*

☐ Athletics

☐ Sub Parapro

☐ Sub Special Ed Parapro

☐ Monitor

☐ Sub Food Service

☐ Other _____

☐ Sub Monitor

☐ Sub Admin Asst

RE: **RECOMMENDATION TO HIRE ~ (CONTRACTED)**

DATE: _____

Name: _____
(First) (Middle) (Last)

PH#: _____

Building (if applicable): _____

For Athletics Only Position: _____

For HR Use

Fingerprint Results Rec'd : _____

Paperwork Complete: _____

Notified Department: _____

DOH: _____