

Whitley County Schools

New Employee Hire Data Form

**Principal/Director Completes**

Last: First:

Birthdate: \_\_\_\_\_\_\_\_\_\_\_\_\_

Home address:

Home Phone: \_\_\_\_\_\_\_\_\_ Cell Phone:

Position: Replacing:

Location: \_\_\_Certified or \_\_\_Classified / \_\_\_\_Initial Employment or \_\_\_\_\_Transfer

Applicants Interviewed (Names) \_

Administrator Submitting Recommendation: \_

**Human Resources Completes**

New Revision Regular Supplemental Only Regular and Supplemental

Start Date: 445 Project Code: Experience Level:

Rank: Payscale: Days/Hours:

Have you retired from any Kentucky State Retirement System? Yes No Retired Ky Teacher? Yes No

Retirement: KTRS CERS 69% of \_\_\_\_ days= \_\_\_\_\_\_ days allowed by KTRS (DWT Letter Attached)

Additional Comments:

Date sent to payroll: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Personnel Director:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Superintendent:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_