



PENDLETON COUNTY SCHOOLS

New Hire Employee Data Sheet

Soc Sec No  _____ Position Title

Date of Birth  _____ Location

First Name EMP ID #

Middle Name Start Date

Last Name

Gender M F

Marital Status M S

Race: White, N/H Black, N/H Hispanic Asian/Pacific American Indian/American Native

Level of Education: HS Diploma/GED Associate Bachelor Masters Doctorate

Are you currently or have you ever contributed to State Retirement NO KTRS CERS (KPPA)

Are you currently receiving retirement benefits from NO KTRS CERS (KPPA)

Home street address

City State ZIP

Primary Phone Alternate phone

Email address

EMERGENCY CONTACTS – Please list 2 individuals you wish us to contact

#1 Name Phone

#2 Name Phone

Do you give us permission to transport you to the nearest medical facility should you incur serious illness or injury? YES NO

Signature and Date

FOR OFFICE USE ONLY

Personnel Status: FP PP SUB Coach Summer Worker Group: YRND

Rank _____ Years of Exp _____ Step _____ SWKR

Sick leave days transferred from prior District _____ JUNX

Job Class _____ Pay type _____ Ret Tier _____