



**Classified Employee
Letter of Intent**
(For Current District Employees Only)



Instructions: Current employees will complete this form to apply for classified internal position(s). Please make sure to complete the form thoroughly and include your resume. Once completed return all forms to the HR Specialist.

(Please print or type)

Name: _____

Address: _____

Contact Number: _____

Email: _____

Current Position: _____

Current Work Location: _____

I am applying for the following position:

Position: _____

Location: _____

I have reviewed the posted job vacancy and affirm that I meet the minimum qualifications. I understand that I must include my resume with my letter of intent to be considered for this position.

Signature

Date