



Oakes Public School

804 Main Ave. Oakes, ND 58474
Phone: (701) 742-3234 Fax: (701) 742-2812
www.oakes.k12.nd.us

EMPLOYEE INFORMATION

Name: _____

Address: _____

Phone: _____

Email: _____

Date of Birth: _____

Place of Birth: _____

Social Security Number: _____

Direct Deposit is required for Payroll Processing, please make sure attached form is completed & submitted

Emergency Contact

Name: _____

Relationship: _____

Address: _____

Phone: _____

Email: _____

For Administration Use Only

CERTIFIED

CLASSIFIED

Position _____

Pay Group ID _____

Primary Pay Code _____ Rate _____

Teaching License: _____ Expiration: _____

Driver Physical Expiration: _____ WSI: _____

EE Type: _____ Steps _____ Credits _____

Leave Vacation ___hrs Sick ___hrs Personal ___hrs Other ___hrs