CACHE COUNTY SCHOOL DISTRICT
NEW PERSONNEL INFORMATION SHEET

Legal Name_____ Preferred Name_____

Date of Birth_____ Email Address _____

Phone Number _____ Type (circle one): Home Cell

Street Address _____ P.O. Box _____

City _____ State _____ Zip Code _____

Position Information

Work Location _____ Start Date _____

Job Assignment _____ Hours Per Week/FTE _____

Demographic Information

Military status: (Please select one)

- ☐ I am currently serving in the U.S. Armed Forces (Active Duty, Reserve, or National Guard)
- ☐ I am a veteran of the U.S. Armed Forces
- ☐ I am not a veteran or currently serving in the U.S. Armed Forces

Highest degree or level of education you have completed (Please select one)

- ☐ Less than high school diploma
- ☐ High school diploma or equivalent (e.g., GED)
- ☐ Some college, no degree
- ☐ Associate's degree (e.g., AA, AS)
- ☐ Bachelor's degree (e.g., BA, BS)
- ☐ Master's degree (e.g., MA, MS, MEd, MBA)
- ☐ Professional degree (e.g., JD, MD, DDS)
- ☐ Doctoral degree (e.g., PhD, EdD)
- ☐ Prefer not to answer

Ethnicity: (Please select one)

- ☐ Hispanic or Latino
- ☐ Not Hispanic or Latino

Race: (Please select all that apply)

- ☐ American Indian or Alaskan Native
- ☐ Asian
- ☐ Native Hawaiian or Pacific Islander
- ☐ Black or African American
- ☐ White

Does your spouse currently work for and have insurance coverage with CCSD? Yes No

Have you previously worked for Cache County School District? Yes No
If yes, under what name? _____ What Year? _____

Have you previously retired under the Utah Retirement System (URS)? Yes No If yes, what year? _____

DISTRICT OFFICE USE ONLY

Employee ID Number: _____ CACTUS ID: _____

Munis _____ Reference Check _____ Background Check _____ eVerify _____ Utah Unemployment _____ Retirement Flag _____
Time Clock _____