

Lebanon School District
New Hire Packet
Checklist

New Hire Name: _____

Position: _____

School/Department _____

Forms needed in Packet from Originating School/Department:

Included:

- _____ Nomination Form
- _____ Application
- _____ Resume (if not on application)
- _____ Certification
- _____ Transcripts (originals needed)
- _____ References (3 checked, 1 form for each)

Updated 3/1/19