



DIVISION OF HUMAN RESOURCES

RETIREEES RETURNING TO WORK

SECTION A: To be Completed by Requesting Administrator/ Hiring Manager

Retiree's Name: _____

Please Print

☐ New Hire ☐ Former CCPS Employee Start Date: _____ End Date: _____

Position Status: ☐ Full-Time ☐ TRS: SB 150 ☐ Part-Time ☐ Temporary ☐ PSERS ☐ ERS

Position Title: ☐ TRS Consultant ☐ Other: _____

Class Code: _____ Grade Level: _____ PCN: _____

Subject: _____ Teacher of Record: Yes ☐ No ☐ Replacing: _____

Certification #: _____ Location: _____

of Work Days: _____ Weekly _____ School Yr. # of Work Hours Weekly: _____

Justification for Hire: _____

Requesting Hiring Authority Name: _____ Title: _____

Print Name

Hiring Authority Signature

Date

Funding Authority Name: _____ Title: _____

Print Name

Funding Authority Signature

Date

SECTION B: To be Completed by Human Resources Director

Retiree's Name: _____

Please Print

☐ Annual Verification ☐ Initial Verification

☐ PowerSchool: TalentEd ☐ References ☐ GaPSC Certification

GA School District Applicant retired: _____

of Years of Service/ Experience: _____ Job Title at Retirement: _____

Print Name

HR Staff Signature

Date



DIVISION OF HUMAN RESOURCES

RETIREES RETURNING TO WORK

SECTION C: To be Completed by Business Services: Compensation Staff

Retiree's Monthly Salary at Time of Retirement: \$ _____

New Position: Full-Time Annual Salary: \$ _____

Part-Time Annual Salary: \$ _____

New Position: Monthly Salary 100%: \$ _____

Monthly Salary 49%: \$ _____

Salary Schedule Used: _____ Pay Grade: _____

Pay Rates: Hourly: \$ _____ Daily: \$ _____ Monthly: \$ _____

Print Name	Compensation Staff Signature	Date
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