



HLWW Public Schools
Employment Recommendation Form

Date: 1/15/2024

Name of Applicant: Randall Laney

Recommended By: Joe McKee

Title of Position: Night Custodian

Location: Humphrey Elementary

Step/Lane: D

Position Supervised By: Joe McKee

Pay Rate (hourly employees): \$20.40

Position Term Description (part time, full time, year-round, school year, etc)

Full Time, year-round

Is applicant replacing someone or is this a new hire?

Replacing Barbara Say

Top Priorities for the Position:

1. **Maintain a clean and safe environment**
2. **Address teacher concerns in a timely manner**
3. **Communicate with day supervisor**
4. **Keep supplies organized**

Number of Applicants: 1

Number of Candidates Interviewed: 1

Interview Team: Joe McKee

Educational Background of Candidate:


Hs Diploma

Employment Background of Candidate:

23 years' experience as a custodian for Carver County

Administrative Recommendation (include qualities that applicant brings to the position): Very organized, workload prioritization skills, good oral communication skills.

Previous Tenure (teaching positions ONLY) Yes _____ No _____

Supervisor Signature  Date 1/15/23

<i>Office Use ONLY</i>	
Copy to HR (prior to board meeting) _____	
Copy to Employee _____	Date of HR Meeting _____
Union Steward Contacted (where applicable) _____	