



Date: 1/11/2022

Name of Applicant: **JESSICA GUTZMANN**

Recommended By: JENNIFER OLSON, LINDA WHARRAM

Title of Position: PARAPROFESSIONAL

Location: WINSTED ELEMENTARY

Step/Lane: STEP 1, B-2-2

Position Supervised By: JENNIFER OLSON

Pay Rate (hourly employees): \$16.86

Position Term Description (part time, full time, year-round, school year, etc): 5.5 hours/day; school year

Is applicant replacing someone or is this a new hire? Replacement (Stephanie Heaver)

Top Priorities for the Position:

1. **Desire to work with students with varying needs both academically and behaviorally**
2. **Flexible and patient**
3. **Collaborator, creative, problem solver**
4. **Team player**

Number of Applicants: 1

Number of Candidates Interviewed: 1

Interview Team: Jennifer Olson, Linda Wharram

Educational Background of Candidate: Post secondary credits from Ridgewater College, Hutchinson MN.

Employment Background of Candidate: Previous experience as a paraprofessional and food service in multiple settings. Also held position as a job trainer with adults with cognitive and physical disabilities.

Administrative Recommendation (include qualities that applicant brings to the position):

Desire and experience with a variety of students and student needs; positive reference contacts

Previous Tenure (teaching positions ONLY) Yes _____ No _____

Supervisor Signature _____ Date _____

Office Use ONLY

Copy to HR (prior to board meeting) _____

Copy to Employee _____ Date of HR Meeting _____

Union Steward Contacted (where applicable) _____