



HLWW Public Schools
Employment Recommendation Form

Date: 2-23-22

Name of Applicant: Caitlin Rasset

Recommended By: Michelle Johnson

Title of Position: FS Worker

Location: High School/Middle School

Step/Lane: A-1-2

Position Supervised By: Michelle Johnson

Pay Rate (hourly employees): \$15.00/hour

Position Term Description (part time, full time, year-round, school year, etc) Part time, Student contact days

Is applicant replacing someone or is this a new hire?

Replacing Tracy Pederson (Tracy took Kathy Chase's position when she retired)

Top Priorities for the Position:

1. Assist with prep of grab and go meals
2. Assist with set up of fruit, condiments and other items as needed
3. Serving lunch to all students
4. Washing dishes
5. Clean up of kitchen at end of day- putting away dishes, sweeping, mopping

Number of Applicants: 3

Number of Candidates Interviewed: 3

Interview Team: Michelle Johnson

Educational Background of Candidate:

Employment Background of Candidate:

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

Previous Tenure (teaching positions ONLY) Yes _____ No _____

Supervisor Signature Michelle Johnson Date 2-23-22

Office Use ONLY

Copy to HR (prior to board meeting) _____

Copy to Employee _____ Date of HR Meeting _____

Union Steward Contacted (where applicable) _____

7/2/2018