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## HLWW Public Schools

### Employment Recommendation Form

Date:

Please use BLUE font when completing this form

Name of Applicant: Ashley Hartman

Recommended By: Michelle Johnson

Title of Position: Food Service Worker

Location: Humphrey Elementary

Step/Lane/Yearly Salary (if applicable):

Hourly Pay Rate (if applicable): \$16.32/hour

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

Part time, student contact days

Is the applicant replacing someone or is this a new hire?

Replacing Kathy Chase

Qualifications of the Position:

1. Assist with serving lunch
2. Assist with clean up after lunch
3. Keep kitchen clean and sanitary
4. Follow food safety guidelines

Number of Applicants: 1

Number of Candidates Interviewed: 1

Interview Team (if applicable): 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 \_\_\_\_\_ Date \_\_\_\_\_

Hire Approved by Board: \_\_\_\_\_

Received by HR: \_\_\_\_\_