

ALEUTIANS EAST BOROUGH SCHOOL DISTRICT

PO Box 429, SAND POINT, AK 99661
PHONE 907.383.5222 • FAX 907.383.3496

CLASSIFIED HIRE SHEET

Name _____ EIN _____

Address _____
_____ PH # _____

Position _____ Site _____

Hire Date _____

Hours/week authorized _____ Range/Step _____

Days/year authorized _____ Pay Rate _____

Account Codes _____ %
_____ %

Principal Signature _____ Date _____

Superintendent Signature _____ Date _____

ATTACHMENTS

_____ Employment Application
_____ W4 Form
_____ I9 Form Employment Eligibility
_____ Social Security Notice
_____ Technology Acceptance Use
_____ PERS TRS Beneficiary

_____ Direct Deposit Authorization
_____ Health Insurance Enrollment
_____ Drug Free Policy
_____ Verified First Background Check
_____ Driver Registration Form