

Marple Newtown School District Personnel Recommendation

To: Human Resources Committee
From: Lance Freeman, Director of Human Resources
Date:
RE: Personnel Requirements

The Personnel actions as recommended below are in accordance with all Policies and Procedures of the Human Resources Department. The monies are included in the current year's budget.

POSITION: LOCATION:
PERSON RECOMMENDED: SS#
REPLACEMENT REPLACES:
NEW POSITION OTHER
Explanation:

POSITION DESCRIPTION: (Refer to Position Description Manual if needed)

WORK SCHEDULE: Full-time Part-time Temporary Other

START DATE:

RECOMMENDED SALARY: \$

BUDGET CODE:

RECOMMENDED BY:

PLEASE HAVE CANDIDATE COMPLETE ALL PAPERWORK IN HUMAN RESOURCE OFFICE.

APPROVED BY:

HR09.05