# REQUEST FOR PERSONNEL SERVICES

# NEW BERLIN CUSD #16

| | | | | | |
|---|---|---|---|---|---|
| **Action Requested:** | | **Employee Category:** | Volunteer | **Employment Status:** | |
| | | | | **If PT, No. of Hrs/Day:** | |
| **Certified Position:** | Volunteer JH Boys Basketball | **Subject/Grade/ Activity/Sport:** | JH Boys Basketball | **ESP Position:** | |
| **NEW EMPLOYEE INFORMATION / PLACEMENT** | | | | | |
| **Name:** | Greg Irwin Sr. | | | **Hourly/Daily Rate of Pay:** | N/A |
| **Location:** | JH | **Certified Degree:** | | **Additional Hours:** | |
| **Salary Schedule Placement** | | **Step:** | | **Annual Rate of Pay:** | N/A |
| **Extra-curricular assignment:** | | **Placement:** | | **Salary:** | |
| **Extra-curricular assignment:** | | **Placement** | | **Salary:** | |
| **Extra-curricular assignment:** | | **Placement** | | **Salary:** | |
| | | | | | |
| **Incumbent Name:** | N/A | **Desired Beginning Date:** | | | |
| **Position Supervisor:** | Dillon Binkley | | | | |
| **Action Requested by:** | Dillon Binkley | **Date:** | 11/12/26 | | |

(Placement – indicate the location of the employee on the extra-curricular salary schedule: i.e. 3yrs=col. 2; salary from Appendix C)

| **APPOINTMENT AUTHORIZATION SIGNATURES** | | | |
|---|---|---|---|
| **Chief Financial Officer:** | | **Superintendent :** | |
| **President:** | | **Secretary** | |

Routing: Original to Chief Financial Officer – Attach resume/application/transcripts/certificates