

BECKER SCHOOLS
HIRING RECOMMENDATION FORM
Policy 401 - Equal Employment Opportunity

1. Position: Administrative Assistant
Title

Location District Wide

Check Appropriate: Certified _____ Classified x Schedule "C" _____
New _____ Or
Replacing Betty Thell

2. Postings: Internal Date 11/2/12 External Date 11/2/12
External Locations CMERDC

3. Closing: 11/26/12
Date

4. Number of Applications 34

Reviewed By Dr. Malone

5. Number Interviewed 3 **Date of Interviews** 12/6/12

Interviewed By Dr. Malone, Joe Prom, Sandy Logrono

6. Recommended for Employment: Angela Oswald

Start Date 12/21/12 Hours Per Day 8 or FTE 1.0

Recommended By: Dr. Stephen Malone Date 12/7/12
Supervisor

Supported By: Dr. Stephen Malone Date 12/13/12
Superintendent of Schools

Assigned to: Step _____ Lane _____ Salary \$57,000 Per Hour _____

Pro-Rated 12/21/12 - 6/31/12

\$29,815.28