

**BECKER SCHOOLS  
HIRING RECOMMENDATION FORM  
Policy 401 - Equal Employment Opportunity**

**1. Position:** Payroll Coordinator  
*Title*

**Location** District Office

**Check Appropriate:** Certified \_\_\_\_\_ Classified x Schedule "C" \_\_\_\_\_  
New \_\_\_\_\_ Or  
Replacing Miranda Kramer

**2. Postings:** Internal Date \_\_\_\_\_ External Date 8/30/12  
External Locations MASBO, CMERDC, Website

**3. Closing:** 9/12/12  
*Date*

**4. Number of Applications** 26

Reviewed By Joe Prom

**5. Number Interviewed** 5 **Date of Interviews** 9/17/12

Interviewed By Joe Prom, Janice Maiers, Betty Thell

**6. Recommended for Employment:** Diane Koubsky

Start Date 10/4/12 Hours Per Day 8 or FTE \_\_\_\_\_

Recommended By: Joe Prom Date 9/25/12  
*Supervisor*

Supported By: Dr. Stephen Malone Date 9/25/12  
*Superintendent of Schools* \$60,000  
Pro-rated Amt.

Assigned to: Step \_\_\_\_\_ Lane \_\_\_\_\_ Salary \$44,100 Per Hour \_\_\_\_\_