

Banner ID # @	Last Name Anderson, Thomas	First	Middle Initial	Telephone
Address		City		State Zip
Part I: Check all that apply				
Classification: <input checked="" type="radio"/> Administrative/Professional Staff <input checked="" type="radio"/> Faculty <input checked="" type="radio"/> Support Staff <input checked="" type="radio"/> Temporary <input checked="" type="radio"/> Full-Time <input checked="" type="radio"/> Regular <input type="radio"/> Part-Time		<input checked="" type="checkbox"/> New Employee <input type="checkbox"/> Extension <input type="checkbox"/> Salary Adjustment <input type="checkbox"/> Separation (date: _____)		<input type="checkbox"/> Other (explain)
Part II: Assignment/Accounting Number of months/weeks below notes how the position is funded; it does not guarantee employment status for a person. All Administrative/Professional and Faculty (Contract) and Support Staff (Non-Contract) employees are employed according to WCJC Policies and Procedures. Support Staff employees are at-will employees.				
CURRENT Division/Unit:			Job Vacancy No.: (if applicable)	
Job Title/Position:			Specialized Area:	
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No			Funded in which FY?	
Budget Number:			Position No. (NBAPOSN):	
Compensation: \$	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched _____ Grade _____ Step _____	Hourly Rate: (Part-time only) \$ _____ per hr x _____ hrs/wk x _____ wks = \$ _____ per year	
Start Date:	End Date:	<input checked="" type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract	If temporary, anticipated termination date:	
Position is funded for the following number of months/weeks: <input checked="" type="radio"/> 9 months <input type="radio"/> 10 1/2 months <input type="radio"/> 12 months <input type="radio"/> Other (specify)				
PROPOSED Division/Unit: Vocational Science / Vocational Instruction			Job Vacancy No.: (if applicable) 2512 F 059	
Job Title/Position: Instructor of Emergency Medical Services (Temporary)			Specialized Area: EMS	
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Name of Replaced Employee: <i>Isaac Vazquez</i>			Funded in which FY? FY26
Budget Number: 1210-14026-6091-102				Position No. (NBAPOSN): EMT08T
Compensation: \$ 72,737	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched FAC Grade 1 Step 10	Hourly Rate: (Part-time only) \$ n/a per hr x n/a hrs/wk x n/a wks = \$ n/a per year	
Start Date: 02/18/26	<input checked="" type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract			If temporary, anticipated termination date: 08/31/26
Position is funded for the following number of months/weeks: <input checked="" type="radio"/> 9 months <input type="radio"/> 10 1/2 months <input type="radio"/> 12 months <input type="radio"/> Other (specify)				
Explanation of Action:				
Part III: Position/Budget Authorization				
Recommended by Supervisor/Department Head Karl Johnson	Date Digitally signed by Karl Johnson Date: 2026.01.29 17:54:43 -06'00'		Approved by Dean	
Approved by Division Chair Gary Bonewald	Date Digitally signed by Gary Bonewald Date: 2026.02.03 09:39:13 -06'00'		Approved by Vice President Leigh Ann Collins Digitally signed by Leigh Ann Collins Date: 2026.02.04 08:37:05 -06'00'	
Approved by Cabinet Level Supervisor	Date		Reviewed by Human Resources <i>Karl Johnson 02-05-26</i>	
Budget Approval <i>Curran</i>	Date 24.26		Approved by President <i>Leigh Ann Collins 02-05-26</i>	