

REQUISITION REPORT

ER115198 STATUS A REQUESTED DATE: 10/10/2011
2358301597 DELI OPERATOR BOARD APPROVED DATE: _____
LOCATION: 215 DENFELD HIGH SCHOOL FTE: .488 FTE
FISCAL YR: 2012-2013 EFFECTIVE YR: C
BARGAINING UNIT: NA
REASON CODE: 70 ADDL STF NEEDS REPLACING/AFFECTED EIN: _____

Start Date: 9/4/2012 Start Time: 08:00:00 M T W T H F
Permanent Assignment: End Time: 04:00:00 Days Per Week
Temp End Date: _____ Fulltime: FTE: .488 Weeks/Year: 34.00

Job Description: \$14.00 hr.

Minimum Qualifications:

Desirable Qualifications:

Comments/Special Instructions:
PER WEEK. _____ FOR A TOTAL OF 19.5 HOURS

Notes:

Fully Qualified Account Code and Object	PCN #	FTE %	Approved Status:
01-365-215-830-000-114102	2358301597	1.0000	A
Total Percent:		<u>1.0000</u>	

HUMAN RESOURCES USE ONLY

Empl ID:(EIN#) _____ NAME: _____
Date Offered: _____ Date Accepted: _____ Start Date: _____
Offer Type: Internal External LTS
Salary Index _____ Range: _____ Step: _____ Next Step Increase: _____
Vacation Time Accrual: _____ Sick Time Accrual: _____ Sick Bank: Oct ___ May ___
Eligibility: Benefits _____ Sick/Personal Leave _____ Holiday _____ Snow Day _____ Vacation _____
Probation: Yes: ___ No: ___ # of months _____
Notes: _____

HR Signature: Tim Swowsky Date: 2/20/2013

CERTIFIED USE ONLY:

Minnesota Licensure: _____ Degree: _____ No. of Credits: _____
Need to pay for provisional: Yes / No Variance Needed for Position: YES / NO Count as Tenure: YES / NO