

**LIMESTONE DISTRICT SCHOOL BOARD
RECOMMENDATION FOR APPOINTMENT/TRANSFER FOR
PERMANENT AND LONG TERM CASUAL SUPPORT STAFF**

Vacancy Information	
Posting Memo Number:	School:
% Amount of Vacancy:	Position:
<input type="checkbox"/> Permanent	<input type="checkbox"/> Long Term Casual
If Long Term Casual, please indicate name of employee being replaced:	
Applicant Information	
Total Number of Applications Received	
Number of Qualified Applications	
Interview Information	
Number of Candidates Interviewed	
Interview Team Members	
Candidates Interviewed	
Hiring Information	
Name of Recommended Candidate	
Effective Date of Appointment	
End Date if Long Term Casual Appointment	
Satisfactory Reference Checks Completed By	
Authorization/Approval Process	
Signature of Principal	
Signature of Area Superintendent	
Signature of Superintendent of Human Resources	
THIS FORM, WITH A COPY OF THE SUCCESSFUL CANDIDATE'S CERTIFICATE OF QUALIFICATIONS ATTACHED, MUST BE SUBMITTED TO HUMAN RESOURCES WITHIN 24 HOURS OF THE POSITION BEING FILLED.	
FOR HUMAN RESOURCES USE ONLY	