



Human Resource Services

Employment Verification Form

To Whom It May Concern: Sacramento City Unified School District will provide only the most current employment information, as listed below. It is the responsibility of the employee to provide any other information that you may require.

Employee Name

Date of Hire

Current Position of Employee:

Position Title

Certificated

Classified

Full-Time

Part-Time

10 Months

11 Months

12 Months

Current Status of Employee:

Permanent

Temporary

Substitute

Termination Date (if applicable): _____

Current Salary Rate:

\$ _____

Hourly

Daily

Monthly

Annually

Comments:

If you have any questions, please call Human Resource Services at (916) 643-9050, 643-7455, or 643-7456.

Sincerely,

Sacramento City Unified School District

Employer Name

Position

Date

Human Resource Services Signature