Human Resource Services

Selection Card

School/Location:	
Principal/Administrator:	
Phone Number:	
Notice of Vacancy/Job Number:	
Subject or Grade Level:	Clear
Site Notified: Former ☐ Yes ☐ No New ☐ Yes ☐ No	

1st CHOICE

Date	Last Name	First Name	Phone Number	Present Status	Effective Date

RESPONSE: ☐ Yes / Accepts   Date Applicant Accepts:
_____

☐ No / Declines   Comment:
_____

2nd CHOICE

Date	Last Name	First Name	Phone Number	Present Status	Effective Date

RESPONSE: ☐ Yes / Accepts   Date Applicant Accepts:
_____

☐ No / Declines   Comment:
_____