



Mathis Independent School District



New Hire Status Form

✓ Check Appropriate Title:		
<input type="checkbox"/> Professional	<input type="checkbox"/> Support Staff	<input type="checkbox"/> Non-Exempt
<input type="checkbox"/> Para-Professional	<input type="checkbox"/> Auxiliary	<input type="checkbox"/> Exempt
<input type="checkbox"/> Substitute		

Name: _____		Date: _____	
SSN: _____		✓ Check All Applicable Information:	
Position Title: _____		<input type="checkbox"/> New Hire	<input type="checkbox"/> Part-Time
Campus Dept: _____		<input type="checkbox"/> Full-Time	<input type="checkbox"/> Temporary

Years' Experience: _____	Pay Grade: _____
Contract Days: _____	Daily Rate: _____
Begin Date: _____	Hourly Rate: _____
	Base Salary: _____ F
Budget Code: _____	

Comments: _____

Principal/Director/Administrator/Date

Finance Officer/Date

Director of Human Resources /Date

Superintendent/Date

Employee Approval