

# ALLIES WITH FAMILIES REQUEST FOR NEW HIRE

Fill out completely, sign, date, and forward to your supervisor  
for signature before sending to Human Resources.

Position:

Location:

SELECT:  Full-Time AND  Number of Hours per Week (must be 30 or more)

Part-Time AND  Number of Hours per Week (must be 29 or less)

Subcontracted  Permanent OR  Temporary

Requested Start Date:

Starting Hourly Wage: \$

Hourly Wage Increase Amount After 90 Days: \$

Cell Phone Stipend:  Yes  No

Requested First Interview Date, If Known:

Interview Location and Address:

HR Participate in Interview:  Yes  No

Office Supply Needs, i.e., Computer, Printer, Etc.:

Special Requirements, If Any:

Program Coordinator - Print

*Brenda Chabot*

Signature

Date

Executive Director or Project Director Signature

Date