



Employee Recommendation for Hire

Application / Position Information (Completed by Administrator)

New Employee Name:	Jennifer Smith	
Prior Years of Experience:	10 years	
Highest degree earned:	Bachelor of Science - Nursing	
New Employee Salary:	\$64, 500	
New Employee Licensure: ___ Regular ___ Emergency	N/A	
School(s) / Title:	River Valley High School	School Nurse
FTE:	1.0	
Proposed Schedule:	210 day contract	
Employee Replaced:	Jordyn Wendhausen	
Previous FTE:	1.0	
Previous School(s) / Title:	All schools	School Nurse
Supervisor:	Lisa Kjos, Pupil Services Director	
Start date:	August 7. 2023	
Mentor:	Brittiney Belche	
Interview Team Members:	Brittiney Belche, Heather Olson, Melissa Hilliard, and Lisa Kjos	
Additional Comments:	Jennifer will be a great addition to the school district!	

Confirmation of Offer

Offer Extended By:	Lisa Kjos, Pupil Services Director
Date Accepted:	5/25/2023

Please send this completed form, applicant contact information, and ALL interview materials to Human Resources / Business Office.

