



At-Will Candidate Recommendation  
2016-2017 School Year

At-Will Candidate Name \_\_\_\_\_ Location \_\_\_\_\_

Position Title \_\_\_\_\_ EMPL ID# \_\_\_\_\_

HCM# \_\_\_\_\_ ☐ Professional ☐ Classified

Candidate's Certification Areas for Professional Positions (list all) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Hiring Manager's justification for rehiring

Check each area that applies to the At-Will Candidate being recommended and provide a detailed explanation for each area checked.

- ☐ Specialized skill set (AP, G/T, etc.)
- ☐ Critical Need Area (mathematics, science, etc.)
- ☐ Proven success with identified populations (poverty, at-risk, ESOL, etc.) (achievement data could be evidence of success)
- ☐ Loss of employee would be detrimental to the daily operations of the organization
- ☐ Lack of qualified applicants in the market
- ☐ Diversity
- ☐ Other



Supervisor/Principal \_\_\_\_\_ Date \_\_\_\_\_

Justification meeting with Supervisor/Principal and/or Executive Director/Chief Officer Date \_\_\_\_\_

Executive Director for Division \_\_\_\_\_ Date \_\_\_\_\_

Chief Officer for Division \_\_\_\_\_ Date \_\_\_\_\_

Chief Human Resources Officer \_\_\_\_\_ Date \_\_\_\_\_

Superintendent \_\_\_\_\_ Date \_\_\_\_\_