Denver Public Schools Job Requisition Form

Posting No.: Date:

JOB CLASSIFICATION																									
🗌 Admin	Admin 🗌 Teacher 🗌 Pro Tech								l	Para								erical			Custodial				
Transport	ation	Food Svcs.							ance	nce 🗌 Sub Office							Se	curity	у		Contraction Other				
JOB DESCRIPTION																									
Job Title:										1	ob C				Work Year:										
☐ Full-Time											cies:			D	ate	Nee	eded:								
Budget Responsibility Code: Image: Location/Department:																									
Brief Description of Duties & Responsibilities (use this space only):																									
POSITION INFORMATION																									
Replacem	Replacement New Position (Attach a Job Description) Is this job budgeted? Yes No												Yes 🗌 No												
Replacement for (Name): Replacement for (SSN):																									
Reason Replacement:																									
FULL-TIME / LONG TERM SUB																									
Lawson Account Number (18 no.'s) Position Nun											umb	er (12 n	<u>ا.o</u>	s)							Curriculum			
LOC SRI	PROG		PROJ	C J	F D	OBJEC	CT F	: D	LOC	PR	OJ/P	ROG	JOE	BC	ODE		F٦	Е	РСТ						
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	PART-TIME												COMMENTS																									
	Lawson Account Number (18 no.'s) Budgeted													k	FULL-TIME / LONG TERM SUB																							
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REQUEST										
Requested by:	Telephone: ()	Date:								
This Job Requisition will provide for a total staff of FTE'S for the above account no.s I certify that the above position has										
been analyzed in terms of our current needs and the appropriate funds are available.										
Signature:	Date:									

APPROVALS											
Asst Superintendent	Date:										
(Full-Time Certificated):											
Human Resources:	Date:										
Budget Office:	Date:										
Person Hired:	SSN:										