



ORCHARD FARM R-V SCHOOL DISTRICT

3489 Boschertown Road, St. Charles, MO 63301

636.925.5400 (f) 636.925.5417

PREVIOUS EXPERIENCE VERIFICATION

SECTION I: TO BE COMPLETED BY THE APPLICANT. APPLICANT MUST SEND TO ALL PREVIOUS EMPLOYERS TO VERIFY PREVIOUS COMPARABLE EXPERIENCE FOR CORRECT PLACEMENT ON THE SALARY SCHEDULE.

LAST 4 DIGITS OF SSN	***_**_
CURRENT NAME (LAST, FIRST, MI)	
MAIDEN/FORMER NAMES	
DATES OF EMPLOYMENT	
LEGAL SIGNATURE OF APPLICANT	DATE

SECTION II: TO BE COMPLETED BY PREVIOUS EMPLOYING SCHOOL SYSTEM OR ORGANIZATION OF COMPARABLE EXPERIENCE.

The above listed member has been employed by our school district. We would like official documentation of previous employment to ensure accurate placement on our salary schedule. Please complete this form and return within 10 days to Human Resources.

BEGINNING DATE OF EMPLOYMENT		ENDING DATE OF EMPLOYMENT		TOTAL YEARS EXPERIENCE
DATE FROM:	DATE TO:	FULL OR PART TIME	JOB TITLE	DUTIES

TRANSPORTATION ONLY – DID CDL EMPLOYEE TRANSPORT PASSENGERS? YES NO

NAME OF SCHOOL SYSTEM / EMPLOYER PUBLIC PRIVATE

PHONE NUMBER EMAIL

ADDRESS

CITY, STATE, ZIP CODE

ADMINISTRATOR / SUPERVISOR NAME (PRINT OR TYPE)	TITLE
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ADMINISTRATOR / SUPERVISOR SIGNATURE	DATE
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PLEASE RETURN THIS FORM DIRECTLY TO ORCHARD FARM SCHOOL DISTRICT.
 FAX (636) 925-5417 OR hr@ofr5.com OR mail to:
 Orchard Farm School District
 c/o Human Resources
 3489 Boschertown Road, St. Charles, MO 63301