

THE SCHOOL BOARD OF NASSAU COUNTY, FLORIDA  
1201 Atlantic Ave.  
Fernandina Beach, Florida 32034

AN EQUAL OPPORTUNITY EMPLOYER

RECOMMENDATION FOR NONINSTRUCTIONAL PERSONNEL

PLEASE TYPE

Name of School \_\_\_\_\_ Date \_\_\_\_\_  
Address of School \_\_\_\_\_

I recommend the following person for the position indicated below for the \_\_\_\_\_ school year.

Name \_\_\_\_\_ SS# \_\_\_\_\_ Birth Date \_\_\_\_\_  
Address \_\_\_\_\_ Telephone \_\_\_\_\_

[The Following is Required for Automated Staff Data Elements:]

Race \_\_\_\_\_ Sex  M  F Handicapped Status \_\_\_\_\_

Job Classification \_\_\_\_\_  
(If Aide Position List Program)

Educational Qualifications \_\_\_\_\_

Types of Employment, Dates and Location (Previous)

(1) \_\_\_\_\_

(2) \_\_\_\_\_

(3) \_\_\_\_\_

Effective Date of Employment \_\_\_\_\_

Approved in Personnel By: \_\_\_\_\_ Date \_\_\_\_\_

Respectfully Submitted,

\_\_\_\_\_  
(Signature of Superintendent)

\_\_\_\_\_  
(Signature of Principal or Director)

CHECK APPROPRIATE BLOCKS:

\_\_\_\_\_  
Substitute Teacher Training (Date Attended)

AHERA Training Scheduled

All forms attached

All forms on file in the Personnel Department

Interview forms attached (this includes all persons interviewed for this position)

Form I-9 (Employment Eligibility Verification)

\_\_\_\_\_  
AHERA Training (Date Attended)

CHECK ONE OF THE FOLLOWING:

New Position

Replacement For  \_\_\_\_\_

Type in Name