

CLASSIFIED EMPLOYEE TRANSFER REQUEST

Current regular ASD employees may apply for classified vacancies using this form along with a current resume. Classified vacancies are those that do not require an Alaska teacher or administrative certificate. A separate transfer form is required for each job posting.

VACANCY INFORMATION

PVA Number: _____ Date: _____

Position Title: _____ Location: _____

Reason(s) for request: _____

CURRENT ASD POSITION INFORMATION

Current Position Title: _____

Current Work Location: _____

TOTEM Employees Only: Are you in your initial probationary period? ___ YES ___ NO

EMPLOYEE CONTACT INFORMATION

Employee Name (Please Print): _____

Employee Social Security Number (ID purposes only): _____

Employee Signature: _____

Work Phone: _____ Home Phone: _____

Message or Cell Phone: _____