



Gooding Jt. School District #231

507 Idaho Street, Gooding, Idaho 83330

Spencer Larsen, Superintendent

Board Chairman—Tim Pierson Vice Chair—Clint Rogers Trustees—Michael Perry, Deborah Balch, Lenny Gillette

Employment Transfer Request—Certified/Classified

Gooding School District #231 complies with all federal, state and local employment laws. We are an equal opportunity employer and all positions are filled without regard to race, color, religion, sex, national origin, age, or individuals with disabilities. The building/program administrator will have the responsibility to interview candidates who meet the qualifications needed for the position, and may or may not make recommendation for such in-District transfer after review. Any teacher requesting a transfer has an obligation to notify his/her building administrator. An Internal Application must be completed in Appltrak.

Full Name: _____ Date: _____

Current Position: _____ Building: _____

Current Supervisor / Administrator Signature : _____

I would like to be considered for transfer to the following:

Job Assignment (in order of preference)	Building
1. _____	_____
2. _____	_____
3. _____	_____

Employee Signature: _____ Date: _____

Submit this form and complete the internal application for any vacancies for which you want to be considered. A new form must be completed for each school year in which a transfer is being requested.

Please send completed and signed form to the District office for Gooding School District #231, Attn: Human Resources.