



TRS RETIREE WORK REQUEST FORM



ALL retirees returning to work with the RCSS, must be approved by the Human Resources Department as well as TRS before reporting to Work.

Retiree work request form must be sent to HR 10-15 days prior to start date

School/Department	Principal/Administrator	Date:
RETIREE EMPLOYEE INFORMATION		
Last Name:	First:	M I
Position/Role:	Location:	
Social Security Number/EIN	Principal/Administrator Signature	
JOB DESCRIPTION - REQUIRED		

Start Date:	End Date:	Rate of Pay:
<p>Examples of positions covered under this category are: Principal, Assistant Principal, Counselor, Media Specialist, Community Coach, or Clerical, etc.</p>		

FOR INTERNAL USE				
Part Time	Full Time	Temporary	Salary	Hourly
Days in Contract			Full Time Salary	Part Time Salary
Substitute Staffing Specialist/HR Coordinator Signature			Date Approved	Date Received

ATTACH ADDITIONAL JOB DESCRIPTION