

**OFFICE OF LARRY E. REIDER  
KERN COUNTY SUPERINTENDENT OF SCHOOLS**

**EMPLOYMENT CHECK LIST  
(Transportation department)**

NAME: \_\_\_\_\_ POSITION: \_\_\_\_\_

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**Section I to be completed by Transportation department. Please have applicant bring completed form with them to the Human Resources department.**

1. Application:      Attached  
                           On file with Human Resources
  
2. Physical Exam:   *(Check All That Apply:    Pre-placement,    TB,    DOT,    Random)*
  
3. Fingerprints:     *(Check All That Apply:    Employment,    CHP)*

COMPLETED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

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**Section II to be completed by Human Resources department prior to employee's official hire date.**

<input type="checkbox"/> Physical Exam	Results Received	<input type="checkbox"/> Receipt of Policy
Pre-placement	_____	
TB	_____	
DOT	_____	
Random	_____	
<input type="checkbox"/> Fingerprints	Results Received	<input type="checkbox"/> Two Year Inquiry
Employment	_____	Date mailed on:
CHP	_____	_____
		_____
<input type="checkbox"/> Random Pull List		
Date placed on random:	_____	

COMPLETED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

Notified Transportation on: \_\_\_\_\_

**Contact Helen Arvizu in Human Resources at (661) 636-4747 with any questions you may have regarding this matter.**