

KANSAS STATE POLYTECHNIC
 CERTIFIED FLIGHT INSTRUCTOR
 EMPLOYMENT INITIATION / SALARY INCREASE

PERSONNEL INFORMATION

FULL LEGAL NAME	Last	First	Middle
ADDRESS	CITY		STATE ZIP
KSU MAILBOX LOCATION: STEPHENS FLIGHT CENTER			
TELEPHONE	CELL:	HOME:	

CHANGE BEING REQUESTED

EFFECTIVE DATE:

	HIRE		
	CURRENT HOURLY RATE:		
	TITLE CHANGE/PROMOTION/HOURLY RATE INCREASE:		
	JOB CODE	JOB TITLE	HOURLY PAY RATE
	072110	FLIGHT INSTRUCTOR - I CFI CERTIFICATE	\$17.00
	072110	FLIGHT INSTRUCTOR - II CFII CERTIFICATE	\$19.00
	072111	SENIOR FLIGHT INSTRUCTOR - I PREFER 250 DUAL HRS OR ADEQUATE KNOWLEDGE TO PERFORM DUTIES	\$21.00
	072111	SENIOR FLIGHT INSTRUCTOR - II	\$22.00
		OTHER:	
PROJECT FIS/FUND ACCT: NSPT110000 - 2080 - 85547		Anticipated weekly hours to be worked:	

REQUIRED PAPERWORK TO BE APPOINTED TO PAYROLL

	Background Check
	PER-20 Spoken English Competency Assessment Form Go to: http://www.k-state.edu/hcs/forms/spokenenglish.html
	I-9 Documents e.g.: Original Social Security Card - No photo copies accepted unless they have a valid passport
	I-9 Documents e.g.: Original Driver's License – No photo copies accepted
	Voided check for Direct Deposit