



NEW HIRE WORKSHEET

State Form 57260 (4-23)

INDIANA STATE PERSONNEL DEPARTMENT

Name		PeopleSoft ID
Job Code	Job Code Title	Working Title

Place of Employment	Begin Date (month, day, year)	End Date (month, day, year)	Full Time / Part Time	Total Years / Months
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Special Certifications	Education: Field:
	<input type="checkbox"/> Associate's <input type="checkbox"/> Bachelor's <input type="checkbox"/> Master's <input type="checkbox"/> PhD

Total Relevant Experience: _____

Comparative Employees:

PeopleSoft ID	Years of Experience	Education Level	Annual Salary:
PeopleSoft ID	Years of Experience	Education Level	Annual Salary:
PeopleSoft ID	Years of Experience	Education Level	Annual Salary:

Salary Offered: _____

Salary Accepted: _____

Rationale for Rate of Salary Offered (for example, a specialty course) :

Signature: _____

Date: _____