



A department of MPS

# ASSIGNMENT & INFORMATION CARD

- ☐ CURRENT MPS EMPLOYEE (NOT REC)  
☐ MINOR (Must have WORK PERMIT attached)

202\_\_\_\_\_ ☐ SPRING ☐ SUMMER ☐ FALL ☐ WINTER

CURRENT REC STATUS: ☐ NEW ☐ ADD ☐ RHR ☐ ACT

FName	LName	MI	MPS ID#	DOB
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ADDRESS: ☐ CHECK HERE IF THIS IS A NEW ADDRESS

CITY

ZIP

PHONE Cell

PHONE Home

PHONE Work

EMAIL: \_\_\_\_\_ @ \_\_\_\_\_

SEX: ☐ Male ☐ Female

MARITAL STATUS: ☐ Divorced ☐ Married ☐ Single

ETHNIC CODE: ☐ American Indian ☐ African American ☐ Asian ☐ Hispanic ☐ White ☐ Other

## EMERGENCY CONTACT

Full Name

Relationship

Address / City / Zip

Phone (Cell)

Phone (Other)

LOCATION / SITE #	JOB TITLE	ASSIGNMENT START DATE	ASSIGNMENT END DATE	HOURLY RATE
		/ /	/ /	\$
RL POSITION	DAY/S ASSIGNED	HOUR/S ASSIGNED	<input type="checkbox"/> Rate Deviation Approved	
INITIAL UPDATED	BUDGET CODE - - - -	EW	SUPERVISOR	MANAGER

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INITIAL UPDATED	BUDGET CODE - - - -	EW	SUPERVISOR	MANAGER

PERSONAL DATA

ASSIGNMENT