

Slaton Independent School District

140 E. Panhandle
Slaton, Texas 79364

James V. Taliaferro
Superintendent

(806) 828-6591
(806) 828-5506 Fax

Rick Tiffin
Director of Personnel



Dear Applicant:

Thank you for your interest in a position with the Slaton Independent School District. Please complete the enclosed forms and return the items needed to our office at your earliest convenience.

After we receive your application packet, we will review your qualifications and experience to determine whether they are compatible with our openings. If there is an interest, we will contact you to schedule a mutually convenient time for an interview. However, if there is no match at this time, we will retain your application in our active file for 12 months. Your file may be reactivated after that time by contacting our office. If a vacancy should occur for which you qualify, you may be called for an interview by the personnel office.

In addition to the following enclosed forms:

- Employment Application for Service & Support Personnel
- Criminal History Check Form
- References

We will also need a copy of the following item:

- High School Diploma or College Transcripts

Please call if you have any questions. We appreciate your interest in the Slaton Independent School District.

Sincerely,

A handwritten signature in black ink that reads "Rick Tiffin". The signature is written in a cursive, flowing style.

Rick Tiffin
Director of Personnel

Enclosures: [5]