

# PEACH COUNTY SCHOOLS

Non-Teaching/Classified Verification of Work Experience

Human Resources

1088 Tulip Drive, Fort Valley, GA 31030

Fax (478)825-9162 or email: [hrdocuments@peachschools.org](mailto:hrdocuments@peachschools.org)

Employee should complete the section below and mail to previous employer(s).

Last Name: (Last, First, Middle/Maiden) _____	SS#: _____
Signature: _____	Date: _____

**TO BE COMPLETED BY AUTHORIZED OFFICIAL**  
**(Employees should not complete any portion of the information below.)**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Dates of Service Mm/dd/yyyy From	Dates of Service mm/dd/yyyy Through	Hours Worked per Day	Part or Full Time?	Position/Title	Major Responsibilities (Use additional paper if necessary)

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name of Authorized Official

\_\_\_\_\_  
Telephone

**EMPLOYERS:**

**\*\*PLEASE RETURN COMPLETED FORM TO HUMAN RESOURCES, PEACH COUNTY SCHOOLS\*\***