

HR ALERT updated information

OAK PARK UNIFIED SCHOOL DISTRICT

5801 E. Conifer St. • Oak Park, CA 91377-1002
(818) 735-3200 • Fax (818) 879-0372

EMERGENCY INFORMATION

To: All Employees
From: Personnel Office

COMPLETE all information. These forms will be hand carried with HR in the event of a disaster. Your attention to legibility is vital. Thank you!

Name: _____

Address: _____ City/Zip: _____

Home #: _____ Cell #: _____

Home e-mail address _____

Social Security #: XXX-XX _____ Birth Date: _____

Job Title: _____ School Site: _____

Student Teachers - Dates of assignment: _____

Emergency Contact:

1. _____ Phone # _____ Relation: _____

2. _____ Phone # _____ Relation: _____

Other Pertinent Information: _____

Check here if you **do not** want your address and telephone number published in the District Directory.

Signature: _____ Date: _____