



# Santa Maria Joint Union High School District

2560 SKYWAY DRIVE · SANTA MARIA CA 93455  
(805) 922-4573

## Employee Account Creation/Change Request

Status:      New Hire                   Promotion/Change

Requested By:

Today's Date:

First Name:

Middle Name:

Last Name:

Previous Name:   
(Only for name changes)

Title / Position:

Employee ID:

Classified       Certificated

Start Date:

End Date:       (Leave Blank if Permanent)

Duty Location:    SMHS     ERHS     SSC     Lincoln Center

                 DHS                   PVHS                   CTE