

Request for Additional Employment Form

I _____ as an employee of Connecting Waters Charter School

Employee name

am requesting approval for employment with _____ for
approximately _____ hours per day.

I understand my employment outside of Connecting Waters Charter School must not in any way interfere with my duties for Connecting Waters Charter School.

Should it be determined the outside employment has a negative effect on my work for Connecting Waters Charter School, as a condition of continued employment with Connecting Waters Charter School, I may be required to terminate the additional employment.

Employee Signature

Date

- Approved
- Denied

Executive Director Signature

Date