



Mission Statement

Faribault Public Schools strives to empower, engage, and energize all students through its commitment to a quality education and creating an effective learning environment.

Welcome! We are happy that you have expressed an interest in joining the professional staff of Faribault Public Schools. Outlined below is the information we need to have in your personnel file to get you started:

- Letter of Application
- Online Application
- Minnesota Teaching License (if applicable)
- Resume
- Official Certified Transcripts – if applicable. (Be sure to request them from your college asap if you do not have them.)
- Current Letters of Recommendation
- Background Check
- Direct Deposit Verification Form
- I-9 Alien Form
- W-4 IRS Form
- Social Security Card

When you come in, please bring your **social security card** and **two forms of ID** to fill out an I-9 Employment verification form. Also, please bring with you a voided check or deposit slip for direct deposit, and \$20.00 for your background check. *(If you have access to a background check that has been completed within the last 6 months, you can bring that instead.)*

If you have any questions or need any further information, please email me at: bbudahl@faribault.k12.mn.us. I am always happy to help.

Respectfully,

Barb Budahl
Human Resource Specialist

710 17th Street SW, P.O. Box 618,
FARIBAULT, MN 55021-0618
(507) 333-6000 PHONE - (507) 333-6050 FAX
AN EQUAL OPPORTUNITY EMPLOYER