



JCC Employee Questionnaire

Welcome to Jackson Community College! We would like to ask a few questions about you to help us in introducing you to the larger campus community. This information may be used for business cards and other internal publications. Please answer the questions as completely as possible. **Thank you.**

Legal Name: _____

How would you prefer your name appear on business cards? _____

Position: _____ Department: _____

Home Phone: _____ Cell Phone: _____

Tell us about your previous work experience/past jobs: _____

Are you new to the tri-county area? _____ If yes, where are did you move from? _____

What is your educational background? _____

Any personal information you would like to share, such as your spouse or family, community involvements or other items of interest? _____

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Signature: _____ Date: _____

HUMAN RESOURCES ONLY

Employee Phone: _____ Ext.: _____ Fax: _____ email: _____

Approved by Human Resources? Yes Initial: _____ Date: _____