



BIRMINGHAM

CITY SCHOOLS

BUILDING LEADERS. IMPACTING THE WORLD.

Verification of Experience

TO: _____
School District _____
Street Address _____
City _____ State _____ Zip Code _____

_____ has applied for a position with
Name of Applicant

Birmingham City Schools and claims to have experience in your school system. We would appreciate you providing the following information regarding this applicant's years of service with your institution. **Please provide a separate entry anytime school or position changed or when employment in any year was less than full-time.**

Please return this form to: Birmingham City Schools
Human Resources Department
2015 Park Place North
Birmingham, Alabama 35203

Total Years of Service	Hire Date	End Date	School/Employer	Position(s) Held

Signature: _____ Position: _____

Contact Information: Phone – () _____ - _____ Email - _____

Date: _____