

Full-Time Faculty/Staff Personnel Data Sheet

Prefix (optional) – please circle:

Ms. Mrs. Miss Mr. Rev. Dr.

Print Legal Name: First

Last

Middle Initial

Suffix (optional): _____

Preferred First Name: _____

Social Security No.: _____

Ethnicity (for EEO reporting purposes):

Address: _____

_____ Hispanic or Latino

_____ White

Preferred Not Mobile Phone: _____

_____ Black or African American

Preferred Mobile Phone: _____

_____ Asian

E-mail Address: _____

_____ American Indian/Alaska Native

Preferred Emergency Contact Number: Home Cell

_____ Pacific Islander/Hawaii Native/Other

Birth Date: _____

_____ Race and Ethnicity Unknown

Sex (M/F): _____

Are you a Non-Resident Alien?* Yes ___ No ___

Emergency Information:

Contact Name: _____

Marital Status (S/M) _____

Contact Phone _____

Spouse's Name _____

Position Title: _____

Department: _____

Supervisor: _____

Start Date: _____

Was your immediate previous employer a non-profit organization? Yes ___ No ___

If yes, were you employed there full-time? Yes ___ No ___

Have you been previously employed on a full-time basis with North Park? Yes ___ No ___

If so, what position did you hold, and when? _____

***Non-Resident Alien:**

A non-resident alien is a person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely.

If you are claiming non-resident alien status with a J-1 or F-1 Visa, you have the option to have Social Security/Medicare deducted or NOT deducted from your paycheck. Please check your choice:

_____ As non-resident alien, I **DO want social security taxes deducted** from my paycheck. (r)

_____ As a non-resident alien, I **DO NOT want social security taxes deducted** from my paycheck. (x)