



WESLACO INDEPENDENT SCHOOL DISTRICT  
 Human Resources Department  
 319 West 4th Street | P.O. Box 266  
 Weslaco, TX 78599

Telephone: (956) 969-6619 Fax: (956) 969-6940



Dr. Priscilla Canales,  
*Superintendent of Schools*

## EMPLOYEE LETTER OF INTENT FORM

First Name	Middle Name	Last Name
SSN / Employee ID#	Work Phone Number	Home / Cell Phone Number
Current Dept. / Campus & Position		Years Experience in Education

### POSITION REQUESTING

Requested Position
Location (if applicable)

List all certifications and/or qualifications applicable to requested position.

Expiration Date

_____	_____
_____	_____
_____	_____
_____	_____

Other: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Employee's Signature (Electronic Signature Accepted)

Date

NOTE: COMPLETED FORMS CAN BE EMAILED OR DELIVERED TO THE HUMAN RESOURCES OFFICE

**FOR OFFICE USE ONLY:**

Date Received: \_\_\_\_\_

Date Processed: \_\_\_\_\_

Initials: \_\_\_\_\_