

Salary Recommendation & Checklist

Date	Department

Recommendation	
<i>Note: All salary recommendations that are above the midpoint of the range must be submitted by the requesting Department Chief.</i>	
Candidate Name	
Position	
Salary Recommendation	\$

The recommendation for the candidate is based on the following criteria:

- ☐ The candidate being recruited or retained is highly qualified
- ☐ The position has been identified as critical to the school or department
- ☐ The candidate has performed in a comparable position (job responsibilities and level of authority) or higher.
- ☐ The candidate has other relevant qualifications (Value of experience or additional certifications that are directly related to the position)

Supervisor Name	Position	Signature	Date

Submit completed forms to CompensationDept@houstonisd.org for processing.

HOUSTON INDEPENDENT SCHOOL DISTRICT

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