



NEW HIRE PERSONAL INFORMATION FORM

All fields are required unless otherwise noted

Full Legal Name: _____ U of U ID#: _____

Social Security Number: _____ Birth Date: _____

May contact (HR Analyst) at Human Resources at (Phone Number) to provide SSN over the phone

Address: _____

Including City, State, and Zip Code

Phone #: _____ Email: _____

Please indicate your citizenship status: Citizen Permanent Resident Alien Authorized to Work

Do you currently work, or have you ever worked for the University of Utah? Yes No

Are you a current University of Utah student, or have you been a student? Yes No

EMERGENCY CONTACT INFORMATION

Name: _____ Relationship to employee: _____

Same address as employee? Yes No -If no, please indicate below

Address: _____

Including City, State, and Zip Code

Phone #: _____ Other Phone #: _____ Type: _____

OPTIONAL

Gender: _____ Marital Status: _____ Highest Education Level: _____

Are you Hispanic or Latino? Yes No

What is your race? Select one or more: American Indian or Alaska Native Asian Black or African American
 Native Hawaiian or Pacific Islander White

EPAF Information –For Office Use Only

Who is the supervisor _____

Hourly Pay: _____ Work-Study Yes No Hire from job posting Yes No Student Yes No

Background Check Job Code: _____ Hours/FTE: _____ Chart field: _____

I-9 Add to Supervisor Sheet Supervisor Add to Kronos Add to Payroll email