



Human Resource Services

Classified Layoffs

Team: _____

Analyst: _____

Date: _____

#	School or Dept.	Position Title & Position Number	Cal	Filled By (Incumbent)	Class Date	Current		Reduce		After Reduction		Layoff		Layoff Reason
						FTE	# Weekly Hours	FTE	# Weekly Hours	FTE	# Weekly Hours	FTE	# Weekly Hours	