

**TEMPORARY, SUBSTITUTE
HOURLY AS NEEDED EMPLOYMENT**

I understand that I am a temporary, substitute, or as-needed employee and will be paid either on an hourly, as needed basis by payroll timesheet, or in some instances, salaried. This employment status carries no benefits except those mandated by law i.e. : unemployment insurance and workers compensation; and the voluntary option to join the New York State Retirement System.

Signature of Temporary Employee

_____/_____/_____
Date

Department/Division

Supervisor's Name