



**EMPLOYEES CAN UPDATE ADDRESS AND PHONE NUMBERS
THROUGH THE EMPLOYEE SERVICE CENTER
KILLEEN INDEPENDENT SCHOOL DISTRICT
HUMAN RESOURCES**

CHANGE OF ADDRESS/PHONE NUMBER NOTIFICATION

EMPLOYEE ID: _____

NAME: _____

JOB TITLE: _____

PREVIOUS ADDRESS:

NEW ADDRESS:

TELEPHONE NUMBER(S):

_____ (home) _____ (mobile)

SIGNATURE: _____

DATE: _____

FOR OFFICE USE ONLY

KISD UPDATE _____