

## INTERNAL JOB BID FORM

Employee Name: \_\_\_\_\_

Current Position: \_\_\_\_\_

Department / Location: \_\_\_\_\_

Date of Application: \_\_\_\_\_

Position Applied For: \_\_\_\_\_

Reason for Interest in Position: \_\_\_\_\_

Relevant Experience / Skills: \_\_\_\_\_

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Comments / Approval: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

HR Review: \_\_\_\_\_