

## **Consultant Onboarding Questionnaire Form**

*Help us place you in the right fit!*

**\*Please Note: Answers can be modified in the future of any changes\***

- 1. Name, Address, phone, email address**
- 2. How far from home are you willing to travel for a job/project—one way?**
- 3. What are your available days and hours you would like to work?**
- 4. Do you have a minimum and or maximum number of hours a week or a month you would like to work?**
- 5. Do you prefer working in an: interim position, one-time project, or both?**
- 6. What area of the school business office do you feel the most skilled in and why?**
- 7. Are there any positions or areas in the school business office you would prefer not to work?**

**8. Are there any districts you are not willing to work with?**

**9. What school financial software are you familiar with: Infinite Visions (Tyler), Skyward, SDS, SUI, DCR, etc.?**

**10. What other software programs/systems do you know: Quickbooks, Quicken, Excel, Power School, Rycor, Kronos, Aesop, RevTrak, etc.?**

**11. What is your status now: retired, on leave of absence, etc.?**

**12. Are you willing to be a contractor—get a 1099?**

**Please complete this form and email back to ISBO along with your resume and headshot to: [info@isbohelp.com](mailto:info@isbohelp.com)**