

## Cannon County New Hire Onboarding Requirements

Congratulations on your new role with Cannon County! We are pleased to have you as part of our team. To ensure a smooth onboarding process, you must go to the Cannon County Finance Office for onboarding **before your start date**.

Cannon County Finance Office  
110 S Tatum St  
Woodbury, TN 37190

Phone: (629) 218-3217

Email: [regina.mullins@cannoncountyttn.gov](mailto:regina.mullins@cannoncountyttn.gov)

Onboarding office hours are Monday through Friday; 8:00 a.m. until 2:00 p.m.

Before you go to the Cannon County Finance Office:

1. View the Cannon County Employee Handbook at [https://cannoncountyttn.gov/wp-content/uploads/2023/01/Cannon\\_County\\_Handbook\\_2022\\_v1.3.1\\_11212022.1.pdf](https://cannoncountyttn.gov/wp-content/uploads/2023/01/Cannon_County_Handbook_2022_v1.3.1_11212022.1.pdf)



2. Complete the Sexual Harassment Prevention training at <https://youtu.be/XG4WeZLbmYo>



Bring these items with you to the Cannon County Finance Office:

1. Approved I-9 documentation (a list of approved I-9 documentation can be found at <https://www.uscis.gov/i-9-central/form-i-9-acceptable-documents>)



2. Voided check for your direct deposit setup.

Thank you. Again, we look forward to working with you.