

# RECRUITMENT REPORT

\*\*Per ASA please type

## POSITION INFORMATION - Complete form in entirety

Posting #:	Position title:
Posting date:	Department/Division:

## SCREENING/INTERVIEW COMMITTEE MEMBERS

Search Committee Chair:	Screening/MQ Yes or No	Interviews Yes or No
Committee:	Division / Department	
	Y or N	Y or N
	Y or N	Y or N
	Y or N	Y or N
	Y or N	Y or N
	Y or N	Y or N
	Y or N	Y or N
	Y or N	Y or N
	Y or N	Y or N
	Y or N	Y or N

## APPLICANTS SELECTED FOR INTERVIEWS

The following applicants have been selected for an interview. Interviews calls may not be made until all approvals are completed.

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Responsible Manager:	Date
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Human Resources Only

## REVIEW OF INTERVIEW POOL

- Applicants have been selected for interviews in compliance with our Affirmative Action standards.
- The following action is needed for Affirmative Action compliance.

For Affirmative Action	Date
Vice President (required to proceed with interviews without taking Affirmative Action recommendation)	Date

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