

## APPLICANT INTERVIEWING

	INTERVIEWING TEAM
Position: _____	1. _____ Administrator
School: _____	2. _____ Teacher
Principal: _____	3. _____ Other
Interview Place: _____	4. _____ Central Services Administrator
Interview Date(s): _____	

## APPLICANTS TO BE INTERVIEWED

- |          |          |
|----------|----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |
| 5. _____ |          |

APPLICANT BEING RECOMMENDED: \_\_\_\_\_

What was your determining factor in the selection of the applicant you chose to recommend for hiring?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Veteran's Preference: Yes/No** \_\_\_\_\_

An applicant that meets Veteran's Preference and who is not receiving an interview must have a written narrative stating why they are not receiving further consideration. If applicable, please include narrative in the space below. Narrative needs to be specific to the qualifications and relative to the candidate pool.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Veteran's Preference Reviewed by Human Resources (if applicable):**

Date: \_\_\_\_\_

**PLEASE SEE ATTACHED RECOMMENDATION FORM :**

- \*\* List full background of education, experience and skills this person has that qualify them for this position.
- \*\* Give a full description of the reasons why the committee is recommending this person for the position.
- \*\* Provide any other important pertinent information that the Board should know about this selection.