



Complete this form and upload to the BOX recruitment folder for HR Analyst review. This report is the official University documentation summarizing the selection process and hiring recommendation.

Position Title/Job ID:

Search Committee Members:

Please list all candidates interviewed and indicate results of the interview based on each interview question. In the notes section list the primary criteria related reasons for the selected rating. Your ratings will be either "Does Not Meet=DNM or Meets=M or Exceeds=E." Attach additional pages if you need more space.

Candidate:										Recommendation:											
Interview Question	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
Rating																					
Notes																					

Candidate:										Recommendation:											
Interview Question	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
Rating																					
Notes																					

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Hiring Manager Approval/Signature:
